

**PUBLIC SAFETY & COMMUNITY HEALTH COMMITTEE MEETING**  
**AGENDA FOR MONDAY, June 29, 2020**  
**1:15 p.m. – Streaming Live Online & Airing on City Cable 5**

The Spokane City Council's Public Safety & Community Health Committee meeting will be held at **1:15 p.m. on June 29, 2020** – Streaming Live Online & Airing on City Cable 5. Council members and presenters will be attending virtually and the meeting will be streamed live at <https://my.spokanecity.org/citycable5/live> and will also air on City Cable 5.

The meeting will be conducted in a standing committee format. Because a quorum of the City Council may be present, the standing committee meeting will be conducted as a committee of the whole council.

The physical meeting will not be open to the public and no public testimony will be taken. Discussion will be limited to appropriate officials, presenters and staff. The public is encouraged to tune in live at the address above, or by calling 1-408-418-9388 and entering the access code #960 228 527; meeting password 0320.word 0320.

**AGENDA**

- I. Call to Order at 1:15 p.m.**
- II. Approval of Minutes**
  - [June 1, 2020 PSCHC Meeting](#)
- III. Reports/Updates – Briefing Papers Only, No Discussion**
  1. [OPO Monthly Update – May 2020](#)
  2. [Photo Red Update \(SPD\)](#)
  3. [July Strategic Initiatives Report \(SPD\)](#)
- IV. Consent Agenda – Briefing Papers Only, No Discussion**
  1. [STA Interlocal Agreement Amendment \(SPD\)](#)
  2. [BHU 2019-2020 Grant Amendment \(SPD\)](#)
  3. [BHU Grant 2021-2022 \(SPD\)](#)
  4. [Request for Approval to Apply for FEMA Grant for Child Fire Safety House \(SFD\)](#)
- V. Strategic Plan Session – Safe & Healthy**
  - Strategic Priority: Integrated 911/Dispatch
    - NONE
  - Strategic Priority: Integrated Response
    - [Mental Health Crisis and Stabilization Facility ILA – Ariane Schmidt \(15 minutes\)](#)
  - Strategic Priority: Criminal Justice Reform
    - NONE
  - Strategic Priority: City-Wide Clean & Safe
    - NONE

**VI. Discussion Items**

**1. Staff Requests**

- Administrative Report on COVID-19 – City Administrator Wes Crago (15 minutes)
- [Amber Richards' Nomination Package for Human Resources Director Position – City Administrator Wes Crago \(5 minutes\)](#)
- [Regional Bridge Housing Center Update – CHHS Team \(15 minutes\)](#)

**2. Council Requests**

- NONE

**VII. State Legislative Update *(as needed)***

**VIII. Adjournment**

**Next Committee meeting will be held on August 3, 2020**

# **Public Safety & Community Health Committee**

## ***Meeting Minutes – June 1, 2020***

Call to Order: 1:15 PM

---

### **Attendance:**

**PSCHC Members Present:** PSCHC Chair CM Kinnear; CP Beggs; CM Stratton; CM Cathcart; CM Wilkerson; CM Burke; CM Mumm (arrived at 1:17pm)

**Staff/Others Present:** City Administrator Wes Crago, Chief Meidl, Chief Schaeffer, SPD Assistant Chief Lundgren, Major Eric Olsen, Jan Tokumoto, Seth Hackenberg, Captain Tracie Meidl, Judge Mary Logan, Freda Gandy, Tim Sigler, Scott Simmons, and Hannahlee Allers.

---

**Approval of May 4, 2020 minutes:** Motion to approve by CM Burke; M/S by CP Beggs. The committee approved the minutes from the May 4<sup>th</sup>, 2020 PSCHC meeting unanimously.

---

## **CONSENT AGENDA ITEMS**

### **Monthly Reports:**

1. OPO Monthly Update – April 2020
3. Photo Red Update (SPD)
4. June Strategic Initiatives Report (SPD)

### **Consent Agenda Portion:**

1. Authorize HOME affordable housing contracts for Sinto Commons and FFC Homes XII (CHHS)
2. Authorize loan to Proclaim Liberty for ECEAP-centered affordable housing development (CHHS)
3. Approval of design contract for Hoffman Well Upgrade Electrical Design (PublicWorks)
4. Mitchell Humphrey Financial Management System (FMS) Annual Software Maintenance and Support (IT)
5. DUI AG-1942 WTSC Enforcement Grant Application (SPD)
6. Approval of User License Agreement for Online Weapons Permit Applications (SPD)
7. Approval of grant application (FEMA) for Personal Protective Equipment (SFD)
8. Purchase of John Deere Loader (Fleet Services)

---

## **STRATEGIC PLANNING SESSION**

---

### **Strategic Priority: Integrated 911/Dispatch**

NONE

### **Strategic Priority: Integrated Response**

NONE

## **Strategic Priority: Criminal Justice Reform**

NONE

## **Strategic Priority: City-Wide Clean & Safe**

NONE

---

## **DISCUSSION ITEMS**

---

### **Staff Requests:**

#### **Administrative Report on COVID-19 – City Administrator Wes Crago (15 minutes)**

City Administrator Crago said that the emergency response is winding down while economic recovery efforts are winding up. He said that Spokane County has seen a large increase in cases – largely due to 1) an outbreak in a single location and 2) an increase in testing. The number of hospitalizations is the metric that the City is paying most attention to, and thankfully that has maintained consistent. Mr. Crago emphasized the importance of wearing a mask in public or when people are within six feet of each other. CM Mumm asked what Mr. Crago can tell Council about moving to phase 3. Mr. Crago said that the City is still working on evaluating the goals to reach phase 3. Mr. Crago said that the City will rely on health professionals – particularly Dr. Lutz – to lead that effort. CM Mumm noted that she is worried about testing availability in retirement homes and places with exceptionally vulnerable members of the community. Mr. Crago said he didn't have any specific answers to availability of testing. CM Cathcart asked if achieving herd immunity will be part of the next steps in fighting the virus. Mr. Crago said he cannot answer that, but he has heard that getting to 80% compliance with wearing masks is similar to achieving herd immunity.

Mr. Crago then briefed Council on the protests that occurred yesterday. He said that our community had the opportunity to see the very best of our community and then the not-so-good when, after the peaceful protest ended, another group of individuals rioted downtown. Mr. Crago said there were isolated incidents during the march. After the protest ended, a group, which the administration is very certain were not involved with the movement, began looting businesses downtown. Law enforcement gave commands to disperse and used tear gas when there wasn't compliance. SPD also fired rubber ammunitions. Mr. Crago said that this began a long evening of keeping order. Officers were relieved by National Guard members later in the evening. Mr. Crago reiterated that it was clear that these unfortunate events were not connected with the cause of the earlier movement. Mr. Crago said we got to see the best of Spokane again when, this morning, community members came out to clean-up the City. Mr. Crago said that is the real Spokane. Mr. Crago thanked community leaders who were involved in keeping the peace. Mr. Crago said the City will be monitoring the situation today. He noted that there has been criticism about traffic control and other processes. He said that the City hears those criticisms and will try to do better moving forward. CM Stratton asked if we have any real evidence or information about who or what the groups doing the damage represented and where they came from. Chief Meidl said there was not just one group. He said he spoke to a SPD Sergeant to get this exact answer. Chief Meidl said there were people wearing masks that said "Antifa" and groups from the Proud Boys and other militia. In terms of who actually did the damage, SPD will be reviewing security camera footage. It will take days to get through it all. CM Stratton asked when we are able to identify these groups is there a way to hold them accountable. Chief Meidl said Council President could answer this better but it would be something we would have to work with legal on. Chief Meidl noted that, while some people

did come from out of town to cause trouble, there were also “homegrown” people causing civil disorder. CM Wilkerson said she had heard anecdotally about these agitator groups coming into the City and wondered if there was an official communication chain about this topic. Chief Meidl said a challenge they have with a lot of their intelligence is that they don’t want some of it to get out because they can then adjust their tactics. CM Wilkerson said that Council will be able to keep that information confidential if they were informed. CM Cathcart thanked Chief Meidl for his leadership yesterday and asked how the officers who were injured are doing and what we can expect tonight. Chief Meidl said that you can have the best plans until you get punched in the mouth. He said a lot of addressing this is using what we’ve seen in other communities – if you respond too soon, you aggravate the situation and if you respond too late you enable violence and property damage. Chief Meidl said that because of intelligence they’ve received, they are preparing for tonight right now. SPD and their partners are working to get ahead of it. CM Burke pointed out that, as far as she’s aware, “Antifa” isn’t an organized group. CM Burke then asked if there’s a policy for bringing out the Bearcat. Chief Meidl said they use the Bearcat as a tool for protection from projectiles. CM Burke asked when SPD knew that outside groups were going to be coming into town. Chief Meidl said they had good intelligence a couple days before. CM Burke said having the Bearcat driving around looked really extreme for what was going on when she was at the protest around 4:30pm. Chief Meidl said that officers began the rally in their “soft uniforms,” which are meant to preemptively de-escalate. Chief Meidl said that as the event got closer, SPD heard a militant tone and instead of having officers wear militant gear they increased the number of officers. Chief Meidl said that some marchers that separated from the rally did try to agitate officers and were causing isolated incidents. Chief Meidl said that they could sense later in the day that the tone was changing. Chief Meidl said that it is correct that it isn’t prudent to drive the Bearcat around before it is necessary, unless it needs to get from point A to point B. Council President asked how tactically how you divide people who are still protesting and people who are looters? Council President Beggs asked why officers were throwing tear gas into Riverfront Park. Chief Meidl said that he is still waiting to read after-action reports on Riverfront Park. Chief Meidl said there is no way to separate protesters from looters in that environment. What they have to do in that scenario is either let the agitators continue damaging or clear everyone out. CM Kinnear asked if Council Members would write down their questions and send them to her staff, she will compile them and send them along to Chief Meidl and his staff.

#### **Kempe to Woodridge Transmission Main Discussion – City Administrator Wes Crago (15 minutes)**

City Administrator Crago apologized that the administration got Council information on this project in a piecemeal way. Mr. Crago said they can do better. Overall, he said the goal of this project is to ensure safety, health, and efficiency & conservation. He said water systems are always best when they are formed in loops – this provides healthier, less stagnant water. The proposed project is a 2,000ft 12in water main to connect Kempe to Woodridge. An alternative option would be to upgrade a Woodridge water tank. Mr. Crago said that the proposed project from Kempe to Woodridge is not an emergency situation but one where we are looking down the road. The work provides improvements for ratepayers now, before an emergency. He said that the 8” line that the developer is required to install would not serve the purposes of the City’s water system so we have the opportunity to tear up the ground only once and do so at a lower cost with this option. City Administrator Crago went through some of the concerns expressed by Council Members over the past few weeks, including SEPA, wildlife concerns, location, consistency with the City’s plans, private property impacts, approvals, and potential legal challenges. CM Mumm thanked the engineering department for their effort in addressing her environmental concerns. CM Mumm presented the coversheet of the bid and noted that it’s a 1,290ft pipeline not a 2,000ft pipeline. She presented on other issues she identified with this project. CM Mumm presented alternatives including options that mitigate Critical Area Destruction, options that reforest or no net loss to deforestation to replace loss of Priority Species Habitat for 2 candidate species

and corridor usage, the potential for a re-bid for boosters and pipe size upgrade from 8" to 12", and a written agreement for joint projects. CM Stratton asked if this item is on the agenda later today. CP Beggs confirmed that yes, it will be. CM Mumm noted that it's not about approving the project, but about approving the specific bid. CM Cathcart asked Mr. Crago how much some of these mitigation estimates would cost. Mr. Crago said he estimated about \$2-3 million. Scott Simmons, Director of Public Works, said that the alternative evaluated would be upgrading the booster station at Shawnee. He said we would also be installing a larger transition main – in right-of-way and non-right-of-way. That only addresses fire flow. Mr. Simmons said the water stagnation issue would still exist even with schools in that area. CM Mumm asked if Mr. Simmons had seen the letter from Bellevue about stagnation. Mr. Simmons said he has seen it but has not had an opportunity to discuss it with the Bellevue water team. CM Mumm asked if we could pay the difference to upsize a pipe and asked if we could do this in this case. Mr. Simmons said that because the developer doesn't need to connect the Woodridge and Kempe tanks, they just need to connect to the Woodridge tank. CM Stratton asked about communication with residents in the area. Mr. Simmons said the communication would be the same with any other project of this kind.

#### **Trueblood programs at Frontier Behavioral Health – Jan Tokumoto (10 minutes)**

Jan Tokumoto, the Chief Operating Officer of Frontier Behavior Health, provided an update to Council on 6 grants that Frontier applied for through the Trueblood programs and were awarded. These grants address permanent supportive housing needs (including landlord incentives), mental health stabilization, pathways out of homelessness, co-deployment of mental health professionals, and outpatient restoration services for non-violent offenders. Ms. Tokumoto spoke highly of the partnership with SPD. She said it has made a difference in their ability to divert people from the criminal justice system. She said these grants will enhance Frontier's ability to address homelessness and mental health in our community. CM Stratton thanked Ms. Tokumoto for sharing these concrete steps. CM Wilkerson asked what the outreach would look like if the patient was in assisted living. Ms. Tokumoto said the state provides them with a list of Trueblood class members and they will be doing in-services with different organizations in the community to let them know about these opportunities.

#### **Council Requests:**

##### **Budget transfer and increase to Forfeiture funds – CM Kinnear (10 minutes)**

Major Eric Olsen said SPD is submitting a request for approval of budget transfer of \$167,300 within the existing Forfeiture fund as well as SBO to increase Forfeiture fund by \$114,200 for the purchase of police equipment. Major Olsen said that the funds will be used for the purchase of: Training regarding human trafficking; Starchase units and service; Digital scanner software; Plain vehicles for undercover detectives; Controlled substance identifier equipment; Night vision hardware; and Mobile x-ray equipment. CM Cathcart asked for the policy for forfeiture funds. Major Olsen said that the language matches the state language and that he will provide the policy.

##### **Update on Community Court expansion to East Central – CM Kinnear (10 minutes)**

Seth Hackenberg presented on the plan to expand community court services into East Central. He said they are looking at East Central because of the potential for poverty mitigation through case management services. He noted that they are tentatively planned to be in the MLK Center at East Central. The Spokane Municipal Community Court is requesting grant funds in the amount \$166,048, from the BJA, to expand our services into the East Central neighborhood, and to hire a Poverty Alleviation Treatment Case manager. CM Wilkerson asked what the property crime increase looks like in terms of people affected. She also asked if there has been an alternative location identified within East

Central. Mr. Hackenberg said that they do not have funding for another location and the MLK Center at East Central has offered to host them for free. Mr. Hackenberg said that he doesn't think the EnVision Center has room for them. Captain Tracie Meidl said that she went around the MLK Center at East Central campus knocking on neighbor's doors and distributing literature and other information on the plan to move community court to that location. She said that all the feedback she has received has been positive. CM Wilkerson said that there are other options – the Richard Allen Enterprises for example. CM Stratton asked if the West Central Community Center will be looked at as a location for community court in the future. Captain Meidl said that the West Central Community Center is looking at piloting a diversion court. Tim Sigler, Director of CHHS, said that the people participating would go to the neighborhood justice panel and wouldn't go through the justice system. CM Burke commented that she loves the community court program and one of the reasons it's such a success in Northeast Spokane is because it's located at a well-known location. CP Beggs asked for Freda Gandy's thoughts of hosting community court. Ms. Gandy said that having community court fits within the mission of the center, bringing more services to the umbrella of the center, and that the site is a location for people to fulfill their community service hours already. CM Cathcart said that the EnVision center would be a better, more secure location for this service.

CM Kinnear briefly noted that she passed around a resolution in support of police reform, specifically resulting from the killing of George Floyd in Minneapolis. She asked for Council Members to provide her and her staff with suggested edits.

**State Legislative Update:**

NONE

---

**ADMINISTRATION REQUESTS:**

NONE

---

**Action Items:** NONE

**Executive Session:** NONE

**Adjournment:** CM Kinnear adjourned the meeting at 2:47 PM. The next PSCHC meeting will be held Monday, June 29, 2020.

**Attachments/Briefing Papers:** HOME Affordable Housing Contracts for Sinto Commons and FFC Homes XII Briefing Paper; Loan to Proclaim Liberty for ECEAP-centered Affordable Housing Development Briefing Paper; Design Contract for Hoffman Well Upgrade Electrical Design Briefing Paper; Mitchell Humphrey Financial Management System Briefing Paper; Annual Software Maintenance and Support Briefing Paper; DUI AG-1942 WTSC Enforcement Grant Application and Briefing Paper; User License Agreement for Online Weapons Permit Applications Briefing Paper; Grant application (FEMA) for Personal Protective Equipment Briefing Paper; Purchase of John Deere Loader Briefing Paper; Budget Transfer and Increase to Forfeiture Funds Briefing Paper; and Community Court Expansion to East Central Briefing Materials.

---

**Respectfully submitted by:**

Giacobbe Byrd, Legislative Aide to Council Member Lori Kinnear (PSCHC Chair)

---

**Committee Chair Approval**  
**Lori Kinnear**  
**Spokane City Council – District 2**



## Office of the Police Ombudsman

808 W. Spokane Falls Blvd.  
Spokane, WA 99201  
509.625.6742 / spdombudsman.org

June 18, 2020

### Public Safety & Community Health Committee Report

Reporting Period: May 1-31, 2019

Snapshot of Activities		Monthly	Year to Date
<b>Community Outreach</b>			
OPO	Total community events and meetings	4	35
OPOC	Community outreach / activities	0	23
<b>Contacts</b>		59	436
<b>Commendations</b>		0	1
<b>Complaints</b>			
	Received complaints	2	15
	Referred complaints	5	40
<b>Case Review</b>			
	Request for further investigation	1	10
	Investigations certified / concurred	5	35
	Declined certifications	0	0
	Special cases reviewed	11	69
<b>Interviews</b>			
	OPO interviews	2	30
	Internal Affairs interviews	2	16
<b>Training</b>		8	35
<b>Critical Incidents</b>		0	0
<b>Mediations</b>			
	Recommended	0	1
	Conducted	0	1
	Declined	0	0
<b>Recommendations</b>		0	0
<b>Other Activities</b>			
SPD Related	Meetings / contacts	21	142
	Review boards / D-ARP's	2	8
	Closing meetings	0	0

## 1. Outreach

### a) OPO

- i. Food Drive Center Volunteer (5/4)
- ii. Leadership Spokane (5/7, 5/20)
- iii. Book Event with Leadership Spokane (5/7)

b) **OPOC Actions** – Due to the Stay Home Stay Healthy Order, Commissioners did not attend any events

## 2. Commendations / Complaints

### a) Received Complaints

- i. **OPO 20-15 – Excessive Force:** Complainant alleges they were injured by excessive force that was used during their arrest.
- ii. **OPO 20-16 – Demeanor / Inadequate Response:** Complainant stated that SPD is unwilling to enforce the noise ordinance downtown with a street performer. Complainant alleges that SPD also refused to come to their residence to remove people who did not live in the building.

### b) Referrals

- i. **IR 20-36** – Citizen frustrated that they have not heard back regarding their stolen property; SPD / IA
- ii. **IR 20-37** – Citizen has concerns with an abandoned house and has video to turn in; SPD/IA
- iii. **ER 20-38** – Citizen concerned with the noise ordinance especially downtown for residences; City Council\*
- iv. **ER 20-39** – Citizen alleged that the Park Rangers would not ask a person violating the noise ordinance to keep it down; Park Rangers\*
- v. **IR 20-40** – Business owner stated that the SWAT team conducted a raid and caused damage. They would like property to be fixed or paid for; SPD/IA

\*(Referrals related to OPO 20-16)

## 3. Case Review

- i. **C20-030 / OPO 20-15** – Investigation certified
- ii. **C20-025** – Investigation certified
- iii. **C20-033 / OPO 20-13** – Investigation certified
- iv. **C20-028** – Requested Further Investigation / Investigation certified
- v. **C20-035** – Investigation certified

## 4. Special Cases Reviewed

- i. 7 Use of Force
- ii. 2 K9
- iii. 1 Collisions
- iv. 1 Pursuits

## 5. Activities

- a) OPO staff members participated/engaged in the following other activities:
  - i. PSCHC Meeting (5/4)
  - ii. Leadership 2020 (5/6, 5/21)
  - iii. Mayors Quarterly Dept and Division Head Meeting (5/7)

- iv. Force Science Graduation (5/29)
    - v. Training – Force Science (5/26-5/29)
    - vi. Training – Daigle Law Group Internal Affairs Class (5/14, 5/21, 5/28)
  - b) SPD related
    - i. 14 meetings/contacts with IA
    - ii. 9 meetings/contacts with SPD
  - c) OPO met with/had contact with OPO Commissioners/staff:
    - i. Commissioner Rose on (5/5, 5/6, 5/11, 5/12, 5/13)
    - ii. Commissioner Holman on (5/5)
    - iii. Commissioner Smith on (5/5)
    - iv. Commissioner Wilburn on (5/5, 5/6)
    - v. Commissioner Kelley on (5/5, 5/6, 5/8, 5/13)
6. **Next Steps**
- a. Closing Report C19-040
  - b. Annual Reports for 2019

## Briefing Paper (Committee Name)

<b>Division &amp; Department:</b>	Police Department / Traffic Unit
<b>Subject:</b>	Photo Red / Speed
<b>Date:</b>	June 10th, 2020
<b>Contact (email &amp; phone):</b>	Jim Christensen 509-822-8151
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	
<b>Committee(s) Impacted:</b>	Public Safety
<b>Type of Agenda item:</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	

Background/History: Report for Public Safety meeting July 6th, 2020.

Statistic for Photo Red for the time frame of **May 1st 2020, thru May 31st, 2020**.

There were 1425 violations on the photo red system from **May 1<sup>st</sup>**, 2020 thru **May, 31st**, 2020. During the same time frame in 2019 there were 1684 violations, which is a decrease of 259 violations.

Statistic for Photo Speed for the time frame of May 1<sup>st</sup>, 2019, thru May 31st, 2020.

There were 0 violations on the photo speed system from **May 1<sup>st</sup>**, 2020 thru **May 31st**, 2020. During the same time frame in 2019 there were 2510 violations, which is a decrease of 2510 violations. There has been no school since March 17<sup>th</sup> due to COVID 19, so cameras have been off.

Executive Summary: Photo RED

**May 1<sup>st</sup>, 2020, thru May 31st, 2020**

- Freya and Third was the highest with 233 violations.
- Browne and Sprague was the second highest with 164 violations.
- Second and Thor was the third highest with 132 violations.
- Division and Sprague was the fourth highest with 129 violations.

Executive Summary: Photo SPEED

**May 1<sup>st</sup>, 2020, thru May 31st, 2020**

<u>Budget Impact:</u>		
Approved in current year budget?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
Annual/Reoccurring expenditure?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
If new, specify funding source:		
Other budget impacts: (revenue generating, match requirements, etc.)		
<u>Operations Impact:</u>		
Consistent with current operations/policy?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
Requires change in current operations/policy?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
Specify changes required:		
Known challenges/barriers:		



**SPOKANE POLICE DIVISION**  
**CHIEF OF POLICE**  
**CRAIG N. MEIDL**

---

**Strategic Initiatives**  
**July 2020 Report**

**Public Safety and Community Health Committee Briefing**  
**June 29, 2020**

Public Safety Building • 1100 W. Mallon Avenue • Spokane, Washington 99260-0001





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Selected Excerpts of Officer Commendation Letters

I was going through a parenting challenge with my 16-year old son, when I came across **Officer Andrew Richmond**. I asked if my son could see the back of the cruiser and realize that his life choices were likely leading him to the cramped back seat. With little cue, Officer Richmond took the time to speak to my son about how his experiences with youth in the area and the contrast of parental involvement, but more importantly, the absence of love. He didn't need background or to be caught up; he saw it on both of our faces. I truly appreciate the time he took, his compassion and authenticity, and the wisdom of his words.

We were at Donna Hansen Haven assisting a female who was paranoid and delusional. The client immediately associated me with Frontier Behavioral Health and became verbally resistant and agitated about FBH harassing her, not needing mental health, etc. to the point if I was even visible the conversation would derail, which prompted me to step behind the gurney. The Behavioral Health Unit officers [**Officers Ron Voeller and Stacy Flynn**] did an amazing job interacting with the client over the course of 50-60 minutes and used her delusional beliefs to help her seek medical treatment. She would verbally escalate throughout the interaction and they did a great job of de-escalating and reminding her of the goals. Their patience and ability to slowly build rapport and communicate with the client was essential in a successful apprehension.

I just wanted to pass on the great work done by one of your officers, **Aaron Kirby**. He responded to Asotin County to search for a missing hiker who had been missing since the previous day. Aaron and the other flight crew members searched the suspected search area before eventually expanding their search. They eventually found the person six miles outside of the search area! They then landed and helped provide aid to the missing person, and helped her get back to safety. I want to commend Officer Kirby for his efforts in this rescue.

Thank you for all you are doing during the pandemic. The expertise, professionalism, courage, and dedication to duty is unsurpassed.

I had the opportunity to interact with your **SWAT** guys who were all very professional and subtle in their presence. They treated our staff and contractors with respect and dignity while making sure everyone was safe. Your **Traffic** team... wow. Just wanted you to know that your teams showed up, delivered exceptional community service, and made this guy very proud to be from Spokane.





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Internal Affairs Unit Update

#### January 1 through May 31, 2020 Commendations and Complaints

Commendations Received:    **Total: 104**

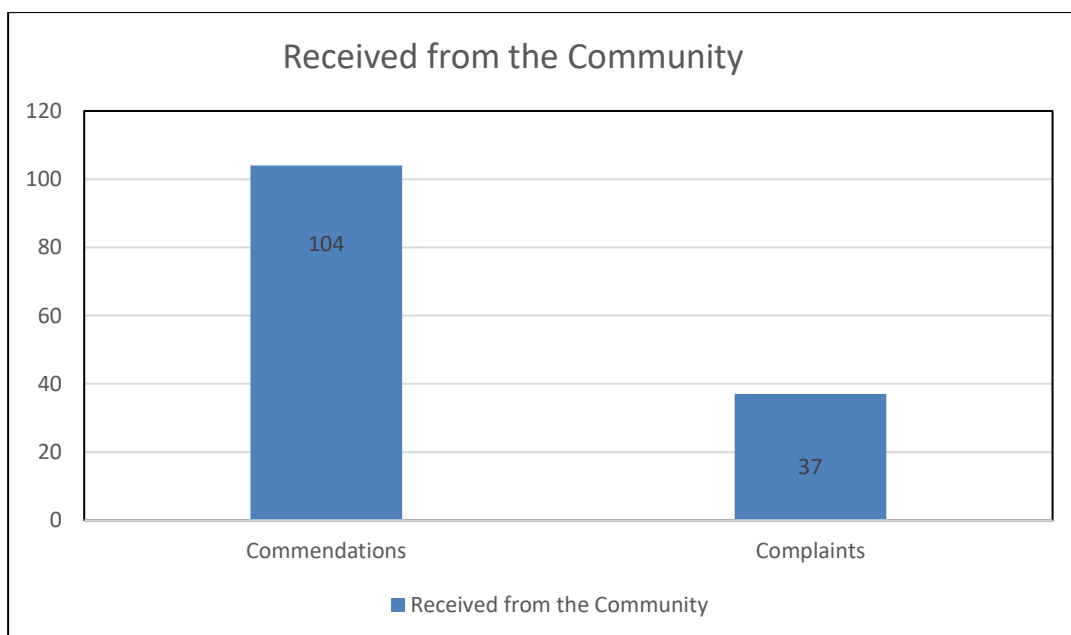
Complaints Received:        **Total: 37 (30 from community)**

**Closed Out as Inquiries: 5 (As of May 31, 2020)**

*An inquiry is an initial complaint about employee conduct which, even if true, would not qualify as a personnel complaint and may be handled informally by a department supervisor and shall not be considered complaints.*

#### Source of January 1 through May 31, 2020 Complaints

Received by the Office of Police Ombudsman	<b>Total: 13</b>
Received by the Spokane Police Department	<b>Total: 24</b>
Internally Generated by the SPD	<b>Total: 7</b>
Generated by the Community	<b>Total: 30</b>





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Use of Force Update

##### 2020 Non-Deadly Reportable Use of Force Incidents

From January 1-May 31, 2020, there were 24 non-deadly use of force incidents- 3 K9 contacts and 21 other (e.g., TASER, neck restraint).

##### 2020 Deadly Use of Force Incidents

From January 1-May 31, 2020, there were no deadly force incidents. See below for active cases from 2019.

#### 2019 Officer-Involved Shooting Incidents Update (through May 31, 2020)

These incidents took place in 2019 but are still active cases.

##### **Incident 2019-20004372 (Pending Deadly Force Review Board- delayed by COVID-19 protocols)**

Incident 2019-20004372 occurred on January 7, 2019, in the 600 block of West Montgomery. The Spokane Investigative Regional Response Team's (SIRR) criminal investigation is complete. The County Prosecutor ruled the use of deadly force as justified. Internal Affairs completed the administrative investigation. The case will be reviewed by a Deadly Force Review Board.

##### **Incident 2019-20124831 (Pending Deadly Force Review Board- delayed by COVID-19 protocols)**

Incident 2019-20124831 occurred on July 6, 2019, in the 1400 block of West 9<sup>th</sup>. The Spokane Investigative Regional Response Team (SIRR) criminal investigation is complete. The County Prosecutor ruled the use of deadly force as justified. Internal Affairs completed the administrative investigation. The case will be reviewed by a Deadly Force Review Board.

##### **Incident 2019-20201879 (Pending Deadly Force Review Board- delayed by COVID-19 protocols)**

Incident 2019-20201879 occurred on October 23, 2019, in the 3400 block of East Garnet. The Spokane Investigative Regional Response Team (SIRR) criminal investigation is complete. The County Prosecutor ruled the use of deadly force as justified. Internal Affairs completed the administrative investigation. The case will be reviewed by a Deadly Force Review Board.





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Items of Interest

##### Rapid Response Bike Team at the June 7 Protest

Spokane Police Department's first deployment took place on June 7, 2020. Below, bike officers with Mr. Hamilton, who stopped to offer a prayer for their safety.



##### Excerpts from letters about the protests

I would like to thank your police department. In this time of crisis and chaos as people are standing up and begging for equality & fighting for rights long overdue. I just want to say as an African American woman, I would like to thank you for your service. For those who truly serve and protect, you are angels. I appreciate you so much and hope you all are staying safe.



# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

I wanted to say thank you for the way that the SPD handled the protests. Thank you for thanking the peaceful protesters and for acknowledging that later group that came to encourage violence. Thank you for supporting your citizens. Thank you for doing the right thing in a difficult situation. Your guy's jobs are hard and I wanted you to know that you have support as well.

Thank you for all you are doing to protect the citizens of our city and county. Your staff was amazing in how they reacted with the protesters on Sunday. Thank you for your leadership.

Very heartfelt thank you to the officers who represented SPD so well yesterday. It did not go unnoticed! My pastor said, "I was discouraged by the verbal abuse some of our police officers received; I was encouraged by their restraint in the face of provocation, and by the verbal support they also received from many."

Thank you and all you officers for keeping us safe. I hate what is going on downtown right now. I hate police brutality as well. My pastor was killed by a deputy in 2006. What we are seeing right now is not acceptable. It's inexcusable behavior on their part. I speak to condemn them in the strongest possible language. I appreciate the restraint your officers and deputies are showing. I also appreciate the numerous strides both SPD and SCSO are making to correct the wrongs of the past. Those strides have been significant. I appreciate you and your leadership. I stand with you and the peaceful protestors.

Chief Meidl, your reaching out to Kitara Johnson, and black leaders in our community since George Floyd's death was what was needed. The police response last night was firm and appropriate as needed to protect businesses and property. Seeing police officers, and other law enforcement professionals talking with protestors and taking a knee with them by the Federal Building was good. Spokane is a great city and I am proud of it. Carry on as you have been and best wishes in the coming year.

Seeing you address George Floyd and hearing you reach out to the black community here in Spokane lifted a weight off of me I didn't even realize was there. I cannot say thank you enough for just acknowledging what happened and showing the empathy and compassion. My dad saw it too and he smiled. It was a tired smile but I know he smiled because of you. Every time we see another POC dying at the hands of a poorly trained officer it's hard to not see my brother, my nephew, our family or even ourselves. An officer married into my family here locally too. It worries me that she also can be put in danger by the actions of these officers not doing what they're trained and hired to do. I feel much safer, more comfortable and more accepted in the only place I've called home after your words and actions with all that's going on. Please, stay safe and well. I wish that for the whole department.

Public Safety Building • 1100 W. Mallon Avenue • Spokane, Washington 99260-0001





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

I just wanted to take a moment to write you all and tell you how much I appreciate you. All over social media people are bashing the police. They seem to have forgotten how special you are. Without the police, this world would be chaos. You deal with so much hate yet you wouldn't hesitate to turn around and save the person that hates you. That takes a special type of person. You all are heroes.

Thank you for stepping in, making tough decisions, prioritizing our safety and sending clear examples of right from wrong. I appreciate that you continue to make the choices you feel will best keep our families and city safe. You have never once downplayed the BLM, but have acknowledged its importance. As you know, defunding the police is not the solution. As a full-time single mother of two, who lives and works in our East Central community- feeling safe is key. Knowing that the police will be there, if I should ever need them, gives me a needed sense of security. One of my sons idealizes the police force; he would also like to someday HELP keep others safe.

I just wanted to take this opportunity to thank you for everything you are doing to keep this city safe. In our current climate I don't believe that the men and woman who put on that uniform every day and walk out into the street not knowing what they will encounter get enough credit for their dedication and bravery. I am pregnant right now and am thankful that because of all of you my child will grow up in a safer city.

I wanted to reach out to Chief Meidl and extend my appreciation for a job well done. I have some experience with crowd management and the manner in which you have deployed your resources in a non-threatening manner, and working with community activists is remarkable. You have become part of the voice rather than being viewed as a barrier. Well done and keep up the good work.

I watched the discussion on community and race last night on Q6. I just wanted to say I thought Craig Meidl did a really great job and it showed a lot of courage to go on T.V like that and have that hard discussion. Ultimately, I just wanted to say thank you to Chief Meidl. I will be praying for him and his officers every day. It must be really hard to be a police officer right now. And that needs to be an ok thing to say. WITH the fact that it has been a really hard time to be African American in our town (and country) FOREVER.

I just wanted to thank you for all you do for us as citizens. These last few weeks have been pretty rough for you all I can't even begin to imagine what you have been through and how poorly you have been treated. I truly have a lot of respect for you all and what you do to keep us safe on daily basis. Without you we wouldn't have the peaceful city that we live in. You have the courage to run towards danger when most of us flee and I feel that you all are good hearted folks who truly set out to do good and make a positive difference in our community and world.





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Crime Prevention Missions

SPD is deploying officers strategically to prevent commercial burglaries at closed businesses and to provide a sense of assurance by being highly visible at grocery stores, pharmacies, and high-traffic areas. Officers are conducting prowl checks and high presence patrols of vulnerable targets. Officers are asked to make proactive check-ins at every shift.

#### End of Watch Ride to Remember



Spokane Police and County Sheriff's deputies provided a Motor escort on June 1, 2020, to a cross country motorcycle ride honoring law enforcement officers who lost their lives in the line of duty in 2019.

The first annual End of Watch Ride to Remember rolled out of Spokane to begin a two-month memorial tour across the U.S. The motorcycle riders will stop in 30 states at law enforcement agencies across the county where each of the 146 fallen officers served.

The riders work for Phoenix Protective Corporation and most are current or former law enforcement. The company is covering the cost of the ride and supporting team member's time off the job as a way to give back to the community. A truck and trailer covered with graphics of each fallen officer and their agency followed the riders. A celebration of life will be held at each agency. The Ride to Remember will collect donations to be given to the families of the fallen officers. Agencies will be presented safety equipment or a check for their department as donations are raised in remembrance of their fallen officer.



# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL



#### Memorial Day Observance for Fallen Officers

On Memorial Day weekend, 2020, nineteen city, county, and state officers who died while serving our community were remembered and honored.

The officers are among 23 who served in Spokane County and were killed in the line of duty since 1886. Nineteen are laid to rest in the county at Waverly, Cheney, Greenwood/Riverside, Fairmont, and Holy Cross cemeteries.



# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

CRAIG N. MEIDL

Members of the local Law Enforcement Officers Memorial Committee and volunteers placed roses and a blue line flag at the graves of the officers.

The memorial committee worked diligently to collect each officer's story, picture, badge and patch. Those pieces of history are now displayed on the new permanent memorial flags.

The last time roses were collectively placed on the graves of local fallen officers was on Memorial Day weekend in the early 1900's when Captain John Sullivan of the SPD saw to it. The rose memorial ended when Cpt. Sullivan was assassinated in 1911.

Spokane Police Department is proud that the tradition begins again, Memorial Day 2020. From here forward the committee plans to return to the gravesites each Memorial Day weekend and place a rose and a flag at each officers resting place. We encourage the public to take a moment today in remembrance of the officers who died while serving and protecting their communities.





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Precinct Highlights

##### Precincts and Community Policing

Precincts are embedded in their communities, actively involved with community groups, neighborhood councils, community centers, businesses, and schools.

Precinct staff (including Neighborhood Resource Officers, Detectives, and Leadership):

- Host the **Coffee with a Cop** program in local coffee shops and grocery stores.
- Staff the **Community Court**, an alternative court model for cases arising out of low-level criminal violations or quality of life crimes, connecting individuals with community resources.
- Meet with **homelessness service providers** on a regular basis.
- Collaborate with the **Downtown Spokane Partnership**.
- Participate in **Youth & Police Initiative** programs in schools within the precinct area and the Crosswalk Youth Shelter.
- Attend **Neighborhood Council** meetings and brainstorm on quality of life issues.
- Monitor **NextDoor** posts in the neighborhood for crime trends and neighborhood communications.
- **Collaborate with businesses**, such as grocery stores experiencing high numbers of calls, on the creation of safety plans.
- Participate in **National Night Out** and "**Get to Know Your NRO**" programs.
- Conduct **Crime Prevention through Environmental Design (CPTED)** assessments and make recommendations to increase safety.
- Work with **neighborhood parks** experiencing increased drug activity and violence to do special emphasis patrols.
- Coach youth in the **Police Activities League** program held in their area.
- Work with **C.O.P.S. volunteers** on programs like Neighborhood Watch, Business Watch, Crime Free Rental Properties, Bicycle Registration, Paws on Patrol, Latent fingerprinting, etc.
- Attend **community meetings** like the NAACP.
- Conduct **foot patrols near agencies** asking for assistance, such as the House of Charity.
- Hold **Crime Prevention/Situational Awareness trainings** for area businesses and social service agencies.
- Work with the **Behavioral Health Unit** to refer individuals to mental health services.
- Train businesses about **loss prevention**.
- Attend **neighborhood events** such as Garland Street Fair.
- Partner with the Civil Enforcement Unit to identify and investigate **nuisance properties**.
- Collaborate with **Code Enforcement** to remove thousands of pounds of debris from downtown, parks, and the Spokane River bank.





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### **South Precinct**

##### Crime Prevention and Notable Arrests

South Precinct Staff have been working on a commercial burglary case involving Lewis and Clark High School. At this point, preliminary damage is estimated at \$20,000.00 but could damages could reach \$80,000.00. Detective Bob Mosman arrested four juveniles for the damage.

##### Nuisance Properties

South Precinct staff are working on four nuisance properties on the South Hill, all involving drug activity.

#### **North Precinct**

##### Crime Prevention

The North Precinct is gearing up for the City's re-opening. They will be focusing on the North Town crime prevention project and retail theft emphasis. Officer Deanna Storch is developing a 2-4 hour class that we will offer North Town Loss Prevention on reporting and investigations.

#### **Downtown Precinct**

##### Crime Prevention

NROs are conducting regular patrols on foot downtown with the hope of providing a calm presence.

Below, South Precinct Captain Tracie Meidl at Coffee with a Cop





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Outreach Update

##### Shift of Community Outreach Unit during COVID-19 Pandemic

COU Officers are working the front desk at the Public Safety Building and are checking messages from community members.

If you or your loved ones have concerns regarding police enforcement of COVID-19 restrictions or simply have a question or rumor you'd like to have cleared up, please reach out to officers via the email address below:

[spdcommunityoutreach@spokanepolice.org](mailto:spdcommunityoutreach@spokanepolice.org).

##### Recent Outreach during COVID-19

- Online meetings continue for several organizations such as World Relief, Shadle Wellness Coalition, West Central Wellness Coalition, and NE Partners.
- Community Outreach Officers are connecting with youth at Crosswalk Youth Shelter, skate parks, and the STA plaza.
- Officers have been coordinating with SPD Investigations to do outreach with youth who frequently run away from home.
- Officers will continue our participation of handing out lunches at Ferris on Thursdays and have been looking into adding locations to attend.
- Officers have been handing out food at many community locations. At right, food delivery at the Richard Allen Court Apartments.





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL



At left, Officer Graig Butler hands out meals and STEM learning kits to students.

On June 3, officers attended the Husky Celebration for Grant Elementary Huskies. Teachers, staff, and officers greeted kids from their cars to say hello and celebrate while social distancing.

Below, photos from the Husky Celebration with Officer Jenn DeRuwe and Reserve Officer Ed Richardson.



- Community Outreach Officers have been meeting with Black Lives Matter organizers.
- Officers are reaching out to people who had complaints about the property damage from the protests.

Spokane Police officers join demonstrators for push-up challenge following youth event on June 3, 2020.

[https://www.khq.com/news/spokane-police-officers-join-demonstrators-for-push-up-challenge-following-youth-event/article\\_d782a30e-a698-11ea-83a5-c38a4e765efa.html](https://www.khq.com/news/spokane-police-officers-join-demonstrators-for-push-up-challenge-following-youth-event/article_d782a30e-a698-11ea-83a5-c38a4e765efa.html)





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

#### Police Activities League (PAL)



SPD is tentatively planning on a condensed Summer PAL session for 2020 due to COVID-19 concerns. PAL will be a shorter session with fewer hours. The Community Outreach Unit had originally planned on starting PAL the last week of June, but are now planning to start PAL the week of July 12. PAL will begin July 14. The final celebration is tentatively planned for August 6, 2020. PAL runs from approximately Noon to 3:00 pm at AM Cannon Park, Harmon Park, and Liberty Park.

If PAL is not able to proceed in the traditional fashion, then Community Outreach will work with the partner organizations at community centers to be involved in their summer youth programs.

Below, SPD Community Outreach officers with School Resource Officers and staff from Martin Luther King Jr. Community Center.





# SPOKANE POLICE DIVISION

## CHIEF OF POLICE

### CRAIG N. MEIDL

---

#### Notable News

**'Both sides of the badge': Spokane police chief, NAACP chapter president talk race, protesting, policing, progress**

<https://www.spokesman.com/stories/2020/jun/07/both-sides-of-the-badge-spokane-police-chief-naACP/>

**The Spokane Police Department is starting two new programs to take a more proactive approach**

A Whitworth University student recently spoke with Officer Graig Butler about Community Outreach. Although her original intent was to write about some of the department's current youth programs, she found the COP TALK program to be the most compelling. Here's a link to her write-up on the COP TALK program.

<https://medium.com/@cmgossen/the-spokane-police-department-is-starting-two-new-programs-to-take-a-more-proactive-approach-in-2e7e31b0eb09>



## Briefing Paper

### (Public Safety & Community Health Committee)

<b>Division &amp; Department:</b>	Police
<b>Subject:</b>	Amendment with STA for additional downtown parking
<b>Date:</b>	June 29 <sup>th</sup> , 2020
<b>Contact (email &amp; phone):</b>	Dir. Jennifer Hammond jhammond@spokanepolice.org
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Chief Craig Meidl
<b>Committee(s) Impacted:</b>	Public Safety & Community Health
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of amendment to OPR 2020-0044 to increase SPD parking at the STA Plaza to nine (9) spots.
<b>Background/History:</b> The Spokane Police Department and STA have had a longstanding partnership in providing a safe and secure environment in downtown Spokane. OPR 2020-0044 set forth the scope of funding, police services, special commissions and training requirements for 2020.	
<b>Executive Summary:</b> <ul style="list-style-type: none"> <li><i>STA and SPD desire to amend the interlocal agreement to authorize SPD's use of up to nine additional parking spaces in The Plaza solely for use by law enforcement patrol vehicles assigned to or servicing the SPD downtown precinct, located at 710 W. Riverside Ave.</i></li> <li><i>Purpose of this agreement are to enable the City and STA to establish a dedicated, full-time SPD police officer presence at The Plaza and to jointly facilitate law enforcement efforts for the benefit of the public in and around the immediate vicinity of The Plaza</i></li> </ul>	
<b>Budget Impact:</b> Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impact:</b> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	

## FIRST AMENDED INTERLOCAL AGREEMENT

### FOR SPOKANE POLICE DEPARTMENT PLAZA POLICE SERVICES AND STA SPECIAL COMMISSIONS AND TRAINING

This Interlocal Agreement ("Agreement") is between the City of Spokane ("City"), a Washington State municipal corporation, and the Spokane Transit Authority ("STA"), a Washington State municipal corporation and special purpose district; individually referred to as "Party" and jointly referred to as the "Parties".

WHEREAS, STA and the Spokane Police Department ("SPD") have had a longstanding partnership in providing a safe and secure environment in downtown Spokane; and

WHEREAS, STA desires to continue to support the effort of the City and the SPD to increase the availability and visibility of SPD officers at STA's downtown transit center, located at 701 W. Riverside Avenue, Spokane, WA ("The Plaza"); and

WHEREAS, a routine law enforcement presence consisting of SPD commissioned officers and STA Transit Officers ("STA Officers") with SPD special commissions located in and around The Plaza helps to deter illegal activity in an area of high pedestrian activity in downtown Spokane; and

WHEREAS, the Parties desire to enhance police services provided at The Plaza and to assist in furthering law enforcement efforts in the areas immediately surrounding The Plaza; and

WHEREAS, Chapter 10.93 RCW, Washington Mutual Aid Peace Officers Powers Act, establishes the nature and scope of the authorization of and powers granted to specially commissioned officers by SPD and STA Officers are recipients of such special commissions from SPD; and

WHEREAS, Chapter 39.34 RCW, Washington's Interlocal Cooperation Act, permits governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on the basis of mutual advantage to perform functions, and provide services and facilities to each other and the public; and

WHEREAS, the City and STA previously set forth the scope of funding, police services, special commissions and training requirements and opportunities to be provided in furtherance of the Parties' mutual desire to provide for a law enforcement presence in and around The Plaza, pursuant to the Interlocal Agreement for Spokane Police Department Plaza Police Services and STA Special Commissions and Training dated December 4, 2019, STA contract no. 2019-10431 ("Interlocal"); and

WHEREAS, STA and SPD desire to amend the Interlocal to authorize SPD's use of up to nine (9) additional parking spaces in The Plaza solely for use by law enforcement patrol vehicles assigned to or servicing a new SPD downtown precinct located at 710 W. Riverside Ave., Spokane, WA.

NOW, THEREFORE, the Parties agree as follows:

1. PURPOSES. The purposes of this Agreement are to:

- A. enable the City and STA to establish a dedicated, full-time SPD police officer presence at The Plaza and to jointly facilitate law enforcement efforts for the benefit of the public in and around the immediate vicinity of The Plaza; and
- B. provide STA Officers with required certifications and recertification for SPD special commissions and control device training and certification; and
- C. provide STA Officers with additional law enforcement training opportunities as available and desired, under the following terms and conditions:
  - i. SPD Officers. SPD shall assign an officer to The Plaza to perform general patrol functions in and around the Plaza Service Area described in 1.C.iv below. An SPD officer will be assigned to and based out of The Plaza for eight hours during the hours of operation, Monday through Friday, for the term of this Agreement. Hours of the officer's shift will be mutually agreed upon by the SPD Downtown Precinct Captain and STA and are subject to change pending agreement by both parties.
  - ii. Equipment. The City shall provide all equipment, including a marked police vehicle and/or bicycle for the SPD.
  - iii. Office and Supportive Facilities. STA shall provide SPD with administrative workspace in the STA Plaza Security Office for the assigned officer, a parking space for one SPD vehicle in the STA garage.
  - iv. Additional Parking Spaces. Upon commencement of the operations of the SPD downtown precinct located at 710 W. Riverside Ave., Spokane, WA, STA shall provide up to nine (9) additional parking spaces for law enforcement patrol vehicles. Provision of the additional parking spaces is contingent upon the continued operation of the SPD downtown precinct at 710 W. Riverside Ave., Spokane, WA
  - v. Plaza Service Area. The Plaza Service Area is defined as: The Plaza, located at 701 West Riverside Avenue, the STA boarding zones surrounding The Plaza, including boarding/alighting zones located in the 600, 700 and 800 blocks of Riverside and Sprague Avenues, and on Post Street and Wall Street between Riverside and Sprague Avenues or at other locations as mutually agreed upon in writing by both Parties.
  - vi. Adherence to City Policy and Procedures. While providing services pursuant to this Agreement, the SPD Officer is obligated to discharge all duties of his or her office and to adhere to SPD policy and procedures at all times.
  - vii. Duty to City. The SPD Officer has a primary obligation to the City to discharge all duties of his or her office, to enforce all laws and ordinances, and to adhere to all police department policies, procedures, rules and regulations. The parties acknowledge that SPD Officers based at The Plaza may sometimes need to be dispatched to calls outside of the assigned Plaza Service Area based on SPD's call prioritization system and/or emergency law enforcement needs.
  - viii. Communication. STA Officers shall have direct communication with the SPD's downtown precinct. SPD shall respond to such calls in accordance with precinct priorities.

2. MANDATORY CERTIFICATION AND TRAINING OF STA OFFICERS.

- A. Special Police Officer Training Certification. The SPD shall provide initial and annual Special Police Officer Training ("SPOT") to STA Officers at no additional cost to STA. Successful completion of the 40-hour SPOT course is mandatory for all STA Officers prior to initially entering service as a SPD "specially commissioned Washington peace officer" as defined in RCW 10.93.020(5). To maintain certification as a SPD special commission officer, STA Officers are required to attend the 8-hour SPOT recertification course offered by the SPD each calendar year. Upon issuance of a SPD special commission, STA Officers shall be authorized to enforce provisions of the Spokane Municipal Code (SMC) as set forth on Exhibit A attached hereto and incorporated herein.
- B. Control Device Certification. The SPD will provide STA Officers initial certification and annual recertification training in baton and oleoresin capsicum (OC) control devices. STA Officers are required to successfully complete this training and attend annual recertification training in order to carry and deploy these control devices. No other control devices may be used by STA Officers.
- C. Crisis Intervention Training. The SPD shall provide a 40-hour Crisis Intervention Training course for at least two (2) STA Officers each calendar year.
3. TERM. This Agreement shall commence January 1, 2020, and continue through December 31, 2020, unless terminated earlier in accordance with Section 10 herein.
4. COMPENSATION. STA shall pay the City a fee of \$117,800 and 00/100 dollars as full compensation for everything furnished and performed under this Agreement. The parties acknowledge that the City is currently in the process of negotiating its collective bargaining agreement with the labor organization representing its law enforcement officers and agree to reassess compensation of this Agreement upon settlement of the collective bargaining agreement.
5. PAYMENT. The City shall submit monthly applications for payment addressed to the address specified in Section 7 herein. Payment to the City will be made by check within twenty (20) days of receipt of invoice to the remittance address specified in Section 7 herein.
6. ADMINISTRATORS. This Agreement shall be administered by the Parties' designated representatives below:

City of Spokane	Spokane Transit Authority
Craig Meidl Chief of Police Spokane Police Department Administration Office 1100 W Mallon Ave Spokane, WA 99260-0001  E: <a href="mailto:cmeidl@spokanepolice.org">cmeidl@spokanepolice.org</a> P: (509) 625-4115	Nancy Williams Director, Human Resources  Spokane Transit Authority 1230 W Boone Ave Spokane, WA 99201  E: <a href="mailto:nwilliams@spokanetransit.com">nwilliams@spokanetransit.com</a> P: (509) 325-6081

7. **NOTICES.** All notices, requests, claims, demands and other communications shall be in writing and shall be signed by a person duly authorized to provide such notice. Notices permitted or requested to be given hereunder shall be deemed sufficient if given (1) in person; (2) by registered or certified mail, postage prepaid, return receipt requested; or (3) by facsimile or email, addressed to the respective contact of the Parties as set forth below, or as may be revised by like notice from time to time.

All notices shall be deemed to have been duly given (1) when delivered in person; (2) upon receipt after dispatch by registered or certified mail, postage prepaid; or (3) upon confirmation of receipt when transmitted by facsimile or a read receipt when transmitted by email.

City of Spokane	Spokane Transit Authority
Craig Meidl Chief of Police Spokane Police Department Administration Office 1100 W Mallon Ave Spokane, WA 99260-0001  E: <a href="mailto:cmeidl@spokanepolice.org">cmeidl@spokanepolice.org</a> P: (509) 625-4115	Robert West Contracts Compliance Specialist Spokane Transit Authority 1230 W Boone Ave Spokane, WA 99201  E: <a href="mailto:rwest@spokanetransit.com">rwest@spokanetransit.com</a> P: (509) 325-6000 F: (509) 325-6036
Remittance Address:  Spokane Police Department Administration Office 1100 W Mallon Ave Spokane, WA 99260-0001	Accounts Payable:  Accounts Payable Spokane Transit Authority 1230 W Boone Ave Spokane, WA 99201

8. **INSURANCE.** During the term of the Agreement, each Party shall maintain in force at its sole expense, the following insurance coverage(s):
- A. The City is self-funded for its liability exposures including General Liability and Automobile Liability (\$1.5 Million SIR) as well as Workers' Compensation (\$1.5 Million SIR). The City also carries excess General Liability Insurance to \$15 Million and excess Workers' Compensation Insurance to \$10 Million. Should a covered loss occur in the fulfillment of this Agreement, the City shall provide payment under the terms of its self-funded insurance program.
- B. STA shall maintain:
- General Liability Insurance on an occurrence basis, with minimum limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury and property damage to protect against legal liability arising out of the performance of this Agreement; and
  - Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles; and

- iii. Workers' Compensation Insurance in compliance with Chapter 51.12.020 RCW, which requires subject employers to provide workers' compensation coverage for all their subject workers, and Employer's Liability Insurance in the amount of \$1,000,000 per occurrence.
- C. There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from a Party or its insurer(s) to the other Party.

9. INDEMNIFICATION.

- A. In addition to the duties of a commissioning agency under Ch. 10.93 RCW, the City shall defend, indemnify and hold harmless STA, its officers, employees and agents from any claim, damage, loss, liability, injury, cost and expense arising out of the negligence of the City, its officers, employees and agents in connection with this Agreement, except to the extent of the negligence of STA, its officers, employees and agents. If an action, claim or proceeding instituted by a third party is directed at work or action taken by the City solely on behalf of STA, its officers, employees and agents, STA shall defend, indemnify and hold harmless the City from any expenses connected with the defense, settlement or monetary judgment ensuing from such actions, claims or proceedings.
  - B. STA shall defend, indemnify and hold harmless the City, its officers, employees and agents from any claim, damage, loss, liability, injury, cost and expense arising out of the negligence of STA, its officers, employees and agents in connection with this Agreement, except to the extent of the negligence of the City, its officers, employees and agents or as provided by Ch. 10.93 RCW. If an action, claim or proceeding instituted by a third party is directed at work or action taken by STA solely on behalf of the City, its officers, employees and agents, the City shall defend, indemnify and hold harmless STA from any expenses connected with the defense, settlement or monetary judgment ensuing from such actions, claims or proceedings.
  - C. Each Party specifically assumes potential liability for actions brought by its own employees against the other Party, and solely for the purposes of this indemnification, each Party specifically waives any immunity under Title 51 RCW. The parties have specifically negotiated this provision.
10. TERMINATION. This Agreement may be terminated by either Party by submitting a written Notice of Termination to the other Party in accordance with Section 7 herein. The effective date of termination shall not be less than sixty (60) days from the date of Notice of Termination.
11. COMPLIANCE WITH LAWS. The Parties shall observe all federal, state and local laws, ordinances and regulations, to the extent they may be applicable to the terms of this Agreement.
12. VENUE. This Agreement shall be construed under the laws of the State of Washington. Any action at law, suit in equity or judicial proceeding regarding this Agreement or any provision hereto shall be instituted only in courts of competent jurisdiction within Spokane County, Washington.
13. ASSIGNMENT. Neither Party may assign its interest in this Agreement without the express written consent of the other Party.
14. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the Parties and supersede all prior negotiations, representations and agreements between the Parties relating to the subject matter hereof.

15. MODIFICATION. No modification or amendment to this Agreement shall be valid until put in writing and signed with the same formalities as this Agreement.
16. SEVERABILITY. In the event any portion of this Agreement should become invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.
17. NONDISCRIMINATION. No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Parties agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.
18. ANTI-KICKBACK. No officer or employee of the City of Spokane or the Spokane Transit Authority, having the power or duty to perform an official act or action related to this Agreement, shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Agreement.
19. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.
20. RCW 39.34 REQUIRED CLAUSES.
  - A. Purpose. See Section 1 above.
  - B. Duration. See Section 3 above.
  - C. Organization of Separate Entity and Its Powers. No new or separate legal or administrative entity is created to administer the provisions of this Agreement.
  - D. Responsibilities of the Parties. See provisions above.
  - E. Agreement to be Filed. The City shall file this Agreement with its City Clerk and post it on its internet website, and STA shall file this Agreement in its usual fashion.
  - F. Financing. Each Party shall advise the other Party, during its yearly regular budget hearings, on the proposed budget changes (only) affecting this Agreement. Each Party shall be solely responsible for the financing of its contractual obligations under its normal budgetary process.
  - G. Termination. See Section 10 above.
  - H. Acquisition / Disposition of Property. Title to all property acquired by any Party in the performance of this Agreement shall remain with the acquiring Party upon termination of the Agreement. Jointly acquired property shall be divided in proportion to the percentage share of each Party contributing to its acquisition.

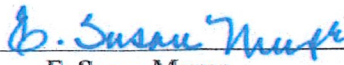
21. SIGNATURES. The Parties affirm that the individuals signing this Agreement have been granted the authority to do so and by their signature affirm that the Parties will comply with the terms and conditions of this Agreement.

City of Spokane

Spokane Transit Authority

By: Nadine Woodward  
Title: Mayor

Date: \_\_\_\_\_

  
By: E. Susan Meyer  
Title: Chief Executive Officer

Date: May 12, 2020

By: Craig Meidl  
Title: Chief of Police

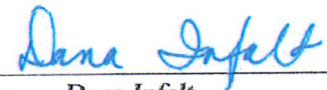
Date: \_\_\_\_\_

Attest:

Attest:

By: Terri Pfister  
Title: City Clerk

Date: \_\_\_\_\_

  
By: Dana Infalt  
Title: Clerk of the Authority

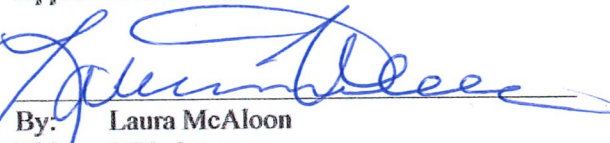
Date: 5-12-20

Approved as to form:

Approved as to form:

By: Michael Ormsby  
Title: City Attorney

Date: \_\_\_\_\_

  
By: Laura McAloon  
Title: STA Attorney

Date: 5-12-20

# EXHIBIT A

## STA TRANSIT OFFICERS AUTHORITY

Offenses related to safety and sanitation	SMC/INFR	10.03.100
Possession Of Stolen Property 3rd degree	SMC	10.05.064
Theft	SMC	10.05.100
Urinating In Public	SMC	10.06.015
Lewd Conduct	SMC	10.06.020
Making a False/ Misleading Statement to a Public Servant; False Reporting.	SMC	10.07.020.A
Obstructing A Law Enforcement Officer	SMC	10.07.032
Resisting Arrest	SMC	10.07.034
Unlawful Discharge Of A Laser (Adult - Criminal)	SMC	10.07.142
Unlawful Discharge Of A Laser (Juvenile-Civil)	SMC	10.07.144
Littering less than or equal to 1 cu ft. Side Walk	SMC/INFR	10.08.010.C.E1
Littering more than 1 CU FT Side Walk	SMC/INFR	10.08.010.C.E2
Providing Tobacco To A Minor	SMC	10.08.050
MIP Tobacco	SMC/INFR	10.08.055
Littering Lit Tobacco Products	SMC/INFR	10.08.112.D
Open/Consume Alcohol In A Public Place	SMC/INFR	10.08.200
MIP/Consuming Liquor Possess, Consume, or otherwise acquire.	SMC	10.08.210.A.1
MIP/Consuming Liquor Public Place or Motor Vehicle exhibiting effects	SMC	10.08.210.A.2
Disorderly Conduct	SMC	10.10.020
Pedestrian Interference	SMC	10.10.025
Sit And Lie On Sidewalk In Retail Zone	SMC	10.10.026
Regulation Of Solicitation	SMC	10.10.027
Unlawful Bus Conduct	SMC	10.10.100
Assault	RCW	9A.36.041
Dangerous Weapons	RCW	9A.12.250
Weapons Apparently Capable of Producing Bodily Harm--Unlawful Carrying or Handling	RCW	9A.12.270
Criminal Trespass 1st	SMC	10.12.050.A
Criminal Trespass 2nd	SMC	10.12.050.C
Malicious Mischief Personal Property	SMC	10.12.020.A.1
Malicious Mischief Graffiti	SMC	10.12.020.A.2
Minor Possessing MJ	SMC	10.15.100
Open Possession/Consumption Of MJ	SMC/INFR	10.15.220
DOL auto reg. "when associated with investigations with report number." Commissioning authority only resides on the property of commissioned and county has not restricted what we can write for. To include buses, bus stops and park and ride lots. All minors are written under the RCW.		

## Briefing Paper

### Urban Experience Committee

<b>Division &amp; Department:</b>	Spokane Police Department
<b>Subject:</b>	Behavioral Health Unit Amendment
<b>Date:</b>	June 29, 2020
<b>Contact (email &amp; phone):</b>	Jennifer Hammond-625-4056
<b>City Council Sponsor:</b>	None
<b>Executive Sponsor:</b>	
<b>Committee(s) Impacted:</b>	Public Safety & Community Health Community
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Supports Comprehensive Plan CFU 1.9
<b>Strategic Initiative:</b>	Advance Public Safety and Build Sustainable Resources
<b>Deadline:</b>	June 30, 2020-Grant expires
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval for the Spokane Police Department's amendment from Spokane County to increase funding to the current Behavioral Health Unit grant.

#### Background/History:

The Spokane Police Department (SPD) in collaboration with the Spokane County Sheriff's Office (SCSO) requests to increase funding to the current Behavioral Health Unit grant. This request has already been approved by the grantor, Washington Association of Police Chiefs (WASPC).

A grant application was submitted and approved in the year 2019 for a total of \$358,387 and was allocated to support a Sergeant, Sr. Po Officer, overtime, travel and training, and a contract with Frontier Behavioral Health to support 2 FTE's that ride along with officers to support calls.

This was the first contract of its kind to the Spokane Police Department and it took time for both SPD and FBH to get the unit fully staffed. In March, another jurisdiction in the state was not able to use their allocated grant funding. The state asked if the City and the County could use additional funding and both jurisdictions agreed. The state authorized both the City and the County to purchase a vehicle, tablets and extra radios to support the unit. During the month of March and April, it became apparent that most of the travel and training authorized would not be able to be used. It also became apparent that the Frontier Behavioral Health grant, funded at \$157,310 would also not be fully used due to delays in hiring staff.

The CITY would like to add \$72,230 to support the purchase the additional equipment. SPD is also requesting to decrease the FBH contract due to the entity not billing any amount in 2019 and due to projections of remaining balances. Any funds remaining would be allocated back into the grant for the purchase of an additional car for the unit and additional equipment and a site visit travel. It was already requested to the state several months ago and denied a rollover of the funds to a subsequent period. Additional funds for the FBH and the entire unit for the year 2020-2021 have already been awarded and will be subsequently be submitted with this paper.

SPD believes that this is the best support of taxpayer dollars and support of the unit that it can provide to the citizens and department.

Executive Summary:

- Approval for contract amendment of an additional \$72,230 for a total of \$430,617
- Total Grant-\$856,750: City-\$430,617 & County-\$426,133.
- Supports Comprehensive Plan CFU 1.9- Public Safety Capital Funding Plans  
This funding helps to support capital requirements without negative impact on staffing or service.

Budget Impact:

Approved in current year budget? ☐ Yes ☒ No ☐ N/A

Annual/Reoccurring expenditure? ☒ Yes ☐ No ☐ N/A

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)No match requirement

Operations Impact:

Consistent with current operations/policy? ☒ Yes ☐ No ☐ N/A

Requires change in current operations/policy? ☐ Yes ☒ No ☐ N/A

Specify changes required:

Known challenges/barriers:

## Briefing Paper

### Public Safety & Community Health Committee

<b>Division &amp; Department:</b>	Spokane Police Department
<b>Subject:</b>	Behavioral Health Unit-Grant Award-2020-2021
<b>Date:</b>	June 29, 2020
<b>Contact (email &amp; phone):</b>	Jennifer Hammond-625-4056
<b>City Council Sponsor:</b>	None
<b>Executive Sponsor:</b>	
<b>Committee(s) Impacted:</b>	Public Safety & Community Health Community
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Supports Comprehensive Plan CFU 1.9
<b>Strategic Initiative:</b>	Advance Public Safety and Build Sustainable Resources
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval for the Spokane Police Department's grant award for the Behavioral Health Unit Yr 2020-2021
<p><u>Background/History:</u>  Washington Association of Police Chief's (WASPC) in collaboration with the Spokane County Sheriff's awarded the Spokane Police Department (SPD) \$178,423 for the term of July 1, 2020- June 30, 2021.</p> <p>A grant application was submitted and approved in the year 2020 for a total of \$698,750 for the management of the Behavioral Health Unit. The SPD only funds will be allocated to support a Sergeant and travel and training, and the remaining funds will go to Spokane County for officer staff and a contract for Behavioral Health Services. The contract was kept entirely with SCSO to manage for contractual purposes only for funding and billing purposes, additional MOUs with the agencies will be needed for management. Four Mental Health Service employees will be supported at a cost of \$341,904 with that contract.</p> <p>The total grant was written and approved for \$698,750 for purposes of continuing the funding of the regional collaboration.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> <li>Approval for grant award for \$178,423 and related SBO.</li> <li>Total Grant-\$698,750: City-\$178,423 &amp; County-\$520,327</li> <li>Supports Comprehensive Plan CFU 1.9- Public Safety Capital Funding Plans This funding helps to support capital requirements without negative impact on staffing or service.</li> </ul>	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)No match requirement</p>	
<p><u>Operations Impact:</u></p> <p>Consistent with current operations/policy?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

## Briefing Paper

### Public Safety and Community Health

<b>Division &amp; Department:</b>	Fire Department
<b>Subject:</b>	Request for approval to apply for grant
<b>Date:</b>	05/29/2020
<b>Contact (email &amp; phone):</b>	Amanda Winchell, 509-625-7037
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Brian Schaeffer, Fire Chief
<b>Committee(s) Impacted:</b>	Public Safety and Community Health Committee
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Budget
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	05/29/2020
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of grant application (FEMA) for Child Fire Safety House
<b>Background/History:</b> Since the early 1990's Spokane Fire Department has operated a mobile fire safety trailer, called the Children's Fire Safety House (CFSH). This proposal is to update existing fire safety trailer, which is nearly 30 years old, so our personnel can continue visiting the 47 elementary schools in our jurisdiction offering fire safety messaging to 3rd and 4th graders.	
<b>Executive Summary:</b> The Spokane Fire Department has applied for a FEMA fire prevention grant to replace the existing Children's Fire Safety House, trailer, technology and generator in the amount of \$88,600	
<b>Budget Impact:</b> Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impact:</b> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers: None.	

## Briefing Paper Study Session

<b>Division &amp; Department:</b>	Finance and Legal
<b>Subject:</b>	Mental Health Crisis Stabilization Facility Interlocal Agreement
<b>Date:</b>	June 16, 2020
<b>Author (email &amp; phone):</b>	Michael Ormsby, <a href="mailto:mormsby@spokanecity.org">mormsby@spokanecity.org</a> , 6287
<b>City Council Sponsor:</b>	Councilwoman Kinnear
<b>Executive Sponsor:</b>	Tonya Wallace and Mike Ormsby
<b>Committee(s) Impacted:</b>	Public Safety
<b>Type of Agenda item:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Strategic Plan
<b>Strategic Initiative:</b>	Provides services instead of incarceration
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Construction and opening of facility to provide services
<b>Executive Summary:</b>	
Agreement provides the framework for the financing and operation of the MHCSF	
<b>Budget Impact:</b>	
Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impact:</b>	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:	

# MHCSF Inter-local Agreement (ILA) – Two-Part Functional Overview of Construct

June 18, 2020

## Part I – Initial Capital Costs

- Initial Capital Costs will be funded from State awarded capital grant amounts, , and an advance payment from **City of Spokane**. Also, a small portion of the Mental Health Sales Tax (2017-2018 set aside) was allocated for site study evaluations, but will not be included in the actual building remodel. The remainder of the Mental Health Sales Tax set aside will be reserved for operational uses, including startup efforts with PHS at the contract facility Provider.
- Construction bids will be for base construction and include additional alternates, up to \$2 million, for diversion bed space, the sally port, and emergency generator space.
- All** users of the facility will be charged a “Capital Fee” intended to recover and repay the City of Spokane for its initial advance. Spokane County may opt to pay the Capital Fee for those entities for which it deems appropriate. Examples include small municipalities that operate under separate Law Enforcement Services contracts with the Sheriff’s Office.

Capital Budget	
<b>Revenue</b>	
2017-2019 State Capital Fund Grant	2,350,000
2019-20221 State Capital Grant	1,960,000
2019-2021 DOC Diversion	564,000
Trueblood Capital Grant	1,860,000
Mental Health Sales Tax (1/10th Set Aside)	90,000
<b>City of Spokane Advance (1)</b>	<b>2,230,956</b>
<b>Total</b>	<b>9,054,956</b>
<b>Expenditures</b>	
A&E/Site Readiness	636,501
Motor Pool Relocation	300,000
Construction	6,785,455
Diversion Bed Construction Costs	833,000
Office Furniture	500,000
<b>Total</b>	<b>9,054,956</b>

- The Capital Fee is based on a 5-year payback period; thus, would be assessed to each Service Bed Count for the first five years of operation. Thereafter, the Governance Board will decide on a Capital Replacement Fee to meet other capital needs.

Annual Capital Fee Calculation	
Annual Capital Recovery Amount	\$470,000
Annual Service Bed Counts	35,040
<b>Capital Fee per Service Bed (1)</b>	<b>\$13</b>

- Any entity utilizing the facility may opt to pay an estimated lump sum amount for capital to minimize annual costs up to the amount estimated based on the Baseline Metric. Optional one-time contributions will be

(1) This is the maximum amount of the advance by the City of Spokane. If the actual amount required is less, the Annual Capital Fee charged per Service Bed will be reduced accordingly.

credited against actual annual capital fees charged to each entity. Each entity will ultimately pay a capital contribution based on actual utilization and will not be limited to the estimated lump-sum calculation.

Optional One-time Capital Contribution			
	Baseline Eligibility (Feb-May)	Percent of Total	Estimated Capital Share
City of Spokane	1152	58.5%	\$1,304,600
Spokane County	320	16.2%	\$362,389
City of Spokane Valley	338	17.2%	\$382,773
Airway Heights	138	7.0%	\$156,280
Liberty Lake	9	0.5%	\$10,192
Cheney	10	0.5%	\$11,325
Other Agencies	3	0.2%	\$3,397
<b>Total</b>	<b>1970</b>		<b>\$2,230,956</b>

#### Part II – M&O for Operational Year 1 & Year 2

- Year 1 may not be a full calendar year (Example: MHCSF opens May 2021).
- Based on the proposed budget, the amount from partner agencies is the same in Year 1 and Year 2. The amount needed in Year 2, and thereafter, will be reviewed by the Governance Board and a full 12-months of operations to better determine funding needs.
- The Municipal Operating Fee is based on the amount identified to come from user agencies to fund operations divided by the estimated Annual Service Bed Count of 35,040.

Annual Municipal Fee Calculation	
Annual Municipal Operation Amount	\$1,153,400
Annual Service Bed Counts	35,040
<b>Municipal Op Fee per Service Bed</b>	<b>\$33</b>

- Any overages or shortages of funding at the end of a fiscal year will roll to the next year and the Municipal Fee will be recalculated accordingly. It is anticipated that any fee adjustments would be determined by September of the subsequent year to allow sufficient time to close the fiscal year.

(1) This is the maximum amount of the advance by the City of Spokane. If the actual amount required is less, the Annual Capital Fee charged per Service Bed will be reduced accordingly.



## JOB DESCRIPTION

**JOB TITLE:**

Human Resources (HR)  
Director

**REPORTS TO:**

City Administrator

**DATE:**

November 2019

**BARGAINING UNIT:**

Exempt - Confidential

**SPN:**

800

**PAY RANGE:**

63

### DEPARTMENT PURPOSE

Administers strategic and operational programs and services to employees and supports departments to positively impact the quality of services provided by the City workforce.

### POSITION PURPOSE

Administers, plans, organizes, directs and reviews department activities including exempt recruitments, employee and labor relations, compensation and benefits, employee development and training, workers compensation, and safety. Coordinates assigned activities with other departments, bargaining units and outside agencies. Provides highly responsible and complex administrative support to the Mayor and City Administrator.

### SUPERVISION EXERCISED

Work is performed with considerable independence within the framework established by the Mayor/City Administrator or designee. Provides supervision to direct and indirect reports in professional, administrative and technical positions.

*The following Responsibilities and Requirements are functions that the individual who holds or desires the position must be able to perform unaided or with the assistance of a reasonable accommodation.*

### KEY RESPONSIBILITIES

- Plans, directs, supervises and coordinates the HR management activities of the City to maximize the strategic use of human resources.
- Maintains functions such as employee compensation, benefits, administration, employee and labor relations, personnel policies, regulatory compliance, training, workers compensation and safety.
- Analyzes statistical data and reports to identify and determine root causes of various issues; develops recommended action for improvement.
- Advises the Mayor on sensitive and high profile human resources issues, union relations, and the City's strategic plan for utilizing its human resources effectively.

### BEHAVIORAL STANDARDS

As an exempt employee of the City of Spokane, the Human Resources Director is subject to the City's Code of Ethics set forth in Chapter 1.04A of the Spokane Municipal Code. As such, "it is the policy of the City of Spokane to uphold, promote, and demand the highest standards of ethics from all of its employees who shall maintain the utmost standards of responsibility, trustworthiness, integrity, truthfulness, honesty and fairness in carrying out their public duties, avoid any improprieties in their roles as a public servant including the appearance of impropriety, and never use their City position, authority or resources for personal gain."

#### Human Resources Director

- Serves as a member of citywide task forces and committees participating in the City's strategic planning efforts and addressing citywide policy and management issues.
- Provides human resources advice to City officials, providing information regarding the rights and obligations of the parties concerned and the recourse available to them.
- Prepares and administers departmental budget.
- Formulates and recommends policies, procedures, rules and regulations and strategies governing employee relations.

## **REQUIREMENTS**

### **Knowledge of:**

- Trends and practices of human resources administration.
- Organizational structure, compensation and benefits.
- Recruitment, selection and training.
- Labor relations and contract negotiations.
- Business and management principles involved in strategic planning, resource allocation, HR modeling, leadership techniques and coordination of people and resources.
- Human behavior and performance; individual differences in ability, personality, and interests; learning and motivation.
- Principles and processes for providing customer service, including customer needs assessment, meeting quality standards for service, and evaluation of customer satisfaction.
- Principles of supervision, training and performance feedback.

### **Ability to:**

- Effectively lead and manage staff by developing and directing people as they work.
- Manage multiple projects, meet deadlines and work well under pressure.
- Work cooperatively with others and maintain positive relationships.
- Proficiently operate office equipment and programs including computers and supporting work processing, spreadsheet and program-specific applications.
- Gather, assemble, analyze and evaluate complex data and facts to draw logical conclusions and make proper recommendations.
- Compose clear, concise and accurate reports using data and research gathered by self and others to effectively present to various audiences both orally and in writing.
- Adapt to other duties as assigned and prioritize, organize and plan work as needed to meet objectives.

### **Skill in:**

Research, interpretation and application of municipal codes, ordinances, statutes, and other applicable rules and regulations.

## **MINIMUM QUALIFICATIONS**

Any combination equivalent to the experience and education that would likely provide the relevant knowledge and abilities would be qualifying. Generally, this will include:


Graduation from an accredited four-year college or university with major course work related to business administration, human resources, public administration, labor relations, or a closely related field; AND, a minimum of ten (10) years or more of increasingly responsible experience involving all aspects of HR administration, which should include a minimum of five (5) years of supervisory experience. Working with public safety collective bargaining units is preferred, but not required.

**WORKING CONDITIONS**

Work is conducted primarily in an office setting. It may involve frequent attendance at meetings to include some irregular hours and potentially out-of-town travel. Incumbents in this classification are expected to communicate verbally, in person and by telephone. A computer terminal is used and may require the use of repetitive arm-hand movements.

  
Theresa M. Sanders, City Administrator

11/7/19  
Date

  
Christine Cavanaugh, Human Resources Director

11/7/2019  
Date



## Mayor Nadine Woodward

June 17, 2020

Amber Richards  
[REDACTED]

Dear Ms. Richards:

It is with great pleasure that I offer you the position of Human Resources Director for the City of Spokane. I believe that you possess the experience and qualifications that the City is looking for as well as the ability to complement current staff of the Mayor's Office and Executive Team.

The appointment to this at-will, exempt position will be effective July 13, 2020. Your appointment will be contingent upon approval by City Council within six (6) months of appointment. The current salary for this position is Grade 63 of the Exempt-Confidential pay plan, starting at Step 5 or \$135,573.84 annually.

In the capacity of this position, you will continue to receive the following benefits:

- Accrual of 3.7 hours of vacation per pay period.
- Accrual of 6.0 hours of illness leave per pay period. Please note: The 6 hours will be split evenly between immediately accessible sick leave and sick leave that may be used only for absences due to a workplace injury or approved FMLA leave.
- Existing balances of floating holiday hours will carry over to use during the remaining 2020 calendar year. In 2021, forty (40) hours of floating holiday to use during the calendar year, eight (8) of which have been used to observe the Martin Luther King Jr. holiday in January.
- Medical and dental benefits, long-term disability, life insurance, Section 125 healthcare reimbursement account.
- Participation in the Spokane Employee's Retirement System (SERS) with matching employee and employer contributions of 9.75% of the employees' salary earnings. Vesting in SERS is after seven (7) years of service with the City.
- Option to participate in a 457 deferred compensation program and receive a match of up to \$200/month from the City if actively contributing.

Please note that the above benefits match those of the bargaining unit that your position most closely aligns with, Managerial & Professional Association – Exempt A, and are subject to change as those bargained benefits change.

As an at-will employee, you will be serving in this position at the pleasure of the current, sitting Mayor. At my discretion, the term of your assignment will be subject to my evaluation of your performance.

***The City of Choice***

808 W. Spokane Falls Blvd. • Spokane, Washington 99201-3335  
Phone: 509.625.6250 FAX: 509.625.6563

Please review the enclosed copy of the Code of Ethics and Code of Ethics Agreement. If you accept this offer, please sign below and return the offer letter and signed Code of Ethics to Greg Kinyon, Human Resources Department, within ten working days from receipt.

Sincerely,



Nadine Woodward  
Mayor

I hereby accept the position of Human Resources Director with the City of Spokane and agree to the salary and benefits stated herein.

I understand that this assignment is to an at-will, exempt position that serves at the pleasure of the current, sitting Mayor.



Amber Richards

6/22/20  
Date

Please return to: Greg Kinyon  
Human Resources Department  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201-3327



Wes Crago  
City Administrator



CITY OF SPOKANE  
CODE OF ETHICS AGREEMENT

I understand that as an exempt employee of the City of Spokane, I am subject to the City's Code of Ethics set forth in Chapter 1.04A of the Spokane Municipal Code. I understand that the Code of Ethics prohibits specific conduct set forth in SMC 1.04A.030 A through O and that violation of the Code of Ethics may lead to a complaint before the City's Ethics Committee.

I also understand that a violation of the Code of Ethics may result in a penalty including a civil penalty and payment to the City of damages sustained by the City that are caused by the conduct constituting the violation.

I acknowledge that I have read and understand the Code of Ethics.

Aubrey Richards  
Name

[Signature]  
Signature

Human Resources Director  
Position

6/22/20  
Date

# AMBER NICOLE RICHARDS

---

## PROFILE

---

I am a values-based, innovative leader with a passion for people! I have a record of exceptional performance in both the public and private sectors, as well as in the United States Air Force. I have 11 years of broad Human Resources experience, including 6 years as a Chief Examiner. I have the ability to cultivate a vision, execute a strategy, unify stakeholders for the purpose of accomplishing common goals and am a community builder at heart. I have polished diplomatic skills and am an outstanding relationship builder with proven ability to create lasting programs and partnerships. I am proactive, discrete, gritty, and have an unbeatable work ethic. I have a professional presence and demeanor that is coupled with a healthy sense of humor and an approachable personality. My greatest asset is my contagiously positive attitude!

**Strengths Finders:** Individualization, positivity, responsibility, connectedness, and intellection.

**Meyers-Briggs Type:** INFJ

---

## RELEVANT WORK HISTORY

---

### City of Spokane

#### Chief Examiner for Civil Service Commission

**2018-2020**

- Direct the operations of 13-member Civil Service Department by administering the City's Civil Service system.
- Accomplishments include:
  - Initiated a culture change within the department focused on creating a positive, inclusive and fully accountable team.
  - Initiated processes to modernize the Civil Service Rules.
  - Initiated and executed the City's first comprehensive classification study.
  - Created set of guiding documents for the department, including a modern vision and mission along with the organizations first strategic plan and corresponding workplan and branding guidelines.
  - Established standards for utilizing industry best practices in department operations to create resiliency, standardization, as well as mechanisms for continuous process improvement and performance measures.
  - Established a Supported Employment Program in alignment with merit system principles.
  - Identified and executed a series of process improvements enabling the department to move to an online test platform.

## **City of Bainbridge Island**

### **Chief Examiner for Civil Service Commission**

**2014-2018**

- Provide budgetary oversight and contract management for the Civil Service Commission. Policy Analysis. Program Management. Strategic Planning. Make occasional presentations to City Council.
- Maintain classification plan, classify positions.
- Direct recruitment and examination programs, ensuring that the methods used are streamlined, modern, and meet the needs of the organization while preserving the integrity of Civil Service processes.
- Interpret and enforce Civil Service rules and policies; advise/counsel staff and candidates in their application.
- Conduct investigations, make determinations, prepare documents for hearings.
- Lead working group to develop new Vision, Mission, Leadership Philosophy for organization. Serve as a cultural change agent; leadership ambassador.
- Worked as a consultant for City of Fort Lauderdale to create an inclusive flexible work arrangement program for their 2400 staff members.

### **Accept Software Corporation – Office Manager/HR Generalist**

**2008-2010**

### **Active Club Management – Training Manager**

**2007-2009**

### **US Air Force Survival, Evasion, Resistance and Escape (SERE) Specialist**

**2000-2007**

- Responsible for the execution of multi-day and multi-week training curriculum to groups ranging in size from 5-100.
- Performed formal evaluation of students with written and skills-based evaluations. Professionally addressed performance and discipline issues to ensure student success.
- Performed supervisory duties during the planning and execution of weeklong training events. Managed a staff of 5.

---

## **EDUCATION**

---

Society for Human Resources Management Senior Certified Professional (SHRM-SCP) - 2019

Graduate Certificate, Emergency Management Executive Leadership – 2018

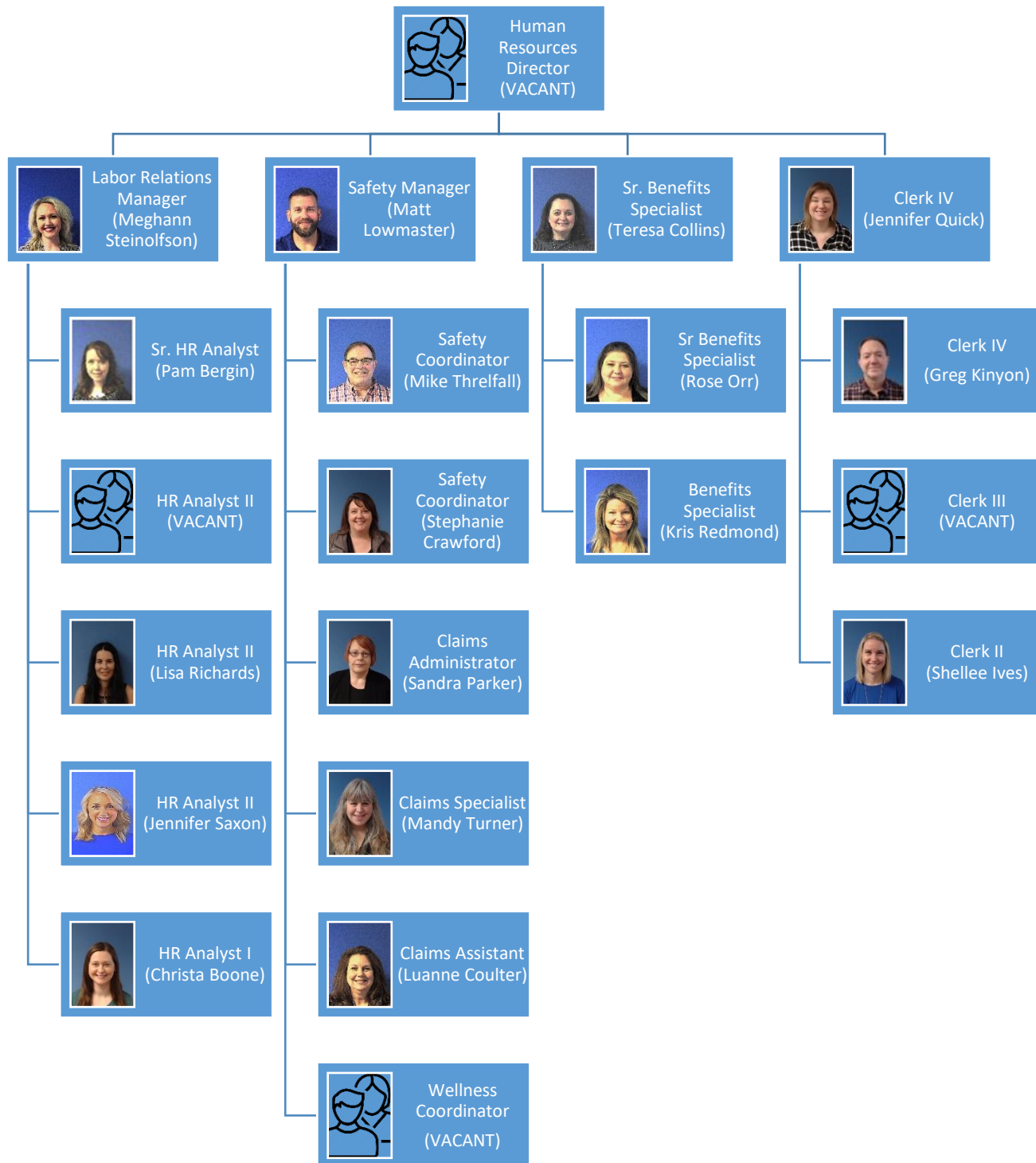
MPA, American Military University – 2017

Leadership ICMA – Class of 2016

Senior Executive Institute – 2015

FEMA ICS 100, 191, 200, 300, 400, 775

Graduate of FEMA Emergency Management Academy



# Regional Project Charter



20 - 0 4 4 0

## Project Title: Regional Bridge Housing Center: “The Way Out Center”

Revised 06/11/20

### Business Case Justification:

Homelessness in the Spokane Region is bigger than any one entity is able to address alone. The shelter system consists community-provided assistance to vulnerable individuals spanning from drop-in emergency overnight placement and warming centers, to life readiness locations, also called “bridge services”, to supportive housing vouchers. The desire is for those, once homeless, to experience a life-long change to live independently within a community. This type of large scale impact may only be realized through a collection of closely aligned efforts, versus standalone initiatives, within a portfolio of projects aligned with regional strategic goals.

Additionally, with the COVID-19 pandemic, new elements have been introduced to this project to ensure long-term provisioning and capacity for healthy sheltering, physical distancing and isolation capacity.

At present, a gap exists in our shelter system for continuous stay options among homeless adults without children. The Bridge Housing model has been used for other population groups with verified, metric-based outcome successes<sup>1</sup>. This effort is the beginning of a larger initiative to construct effective, efficient, sustainable and accountable enhancements to our regional system intended to specially address:

- Coordinated and consolidated fiscal resources aligned at the regional-level solutions (versus municipal bed count)
- Establish public-private partnerships for funding
- Alignment with the Regional 5 Year Strategic Plan for Homelessness submitted to the WA State Department of Commerce<sup>2</sup>
- Regional oversight with decision making and funding authority

Shelter System Focus	Warming Center	Overnight	Day Center	Conitinius Stay	Supportive Housing	Healthy Sheltering Index
Youth (up to 24 yrs)						High
Families						Low
Women Only						Medium
Adult (24 yrs and older)				Project Focus		Medium

### Project Manager:

Ariane Schmidt, Regional Project Manager

### Project Team:

Tim Sigler\*, City of Spokane Community, Housing & Human Services (CHHS)  
Director

Tija Danzig\*, City of Spokane CHHS Senior Manager

Scott Rasmussen\*, City of Spokane CHHS Housing Program Manager

Tim Crowley\*, Spokane County Housing and Community Development  
(CHSCD) Program Manager

Morgan Koudelka\*, City of Spokane Valley Senior Administrative The

Kenneth Perine\*, The Salvation Army of Spokane

Gary Redden\*, The Salvation Army of Spokane

Kristine Ruggles\*, The Salvation Army of Spokane

Aerial Anderson



1- <https://my.spokanecity.org/endinghomelessness/about/coc/>

2- Spokane City/County Continuum of Care 5-Year Strategic Plan to Prevent and End Homelessness (adopted December 2019)

# Regional Project Charter



## **Subject Matter Experts (SMEs):**

Kathleen Torella, CHSCD and BH-ASO Director  
David Lewis, City of Spokane HMIS Manager  
Megan Phillips\*, Spokane Fire Marshall  
David Singley\*, Captain Spokane Police Department Downtown Precinct  
Spokane Valley Fire Department (TBD)  
Dave Ellis\*, Spokane Sheriff's Office/Spokane Valley Police Department  
Garcia, Luis\*, City of Spokane Code Enforcement  
Alison Poulsen, Better Health Together  
Pam Tietz, Spokane Housing Authority and Spokane Continuum of Care Board Chair  
Mark Richards, Downtown Business Partnership (DSP)  
Tom Hormel, Spokane County HCDAC Advisory Board Member  
Rusty Barnett\*, Community Member  
Consideration for additional lived experience representative(s)

\*Also on site selection recommendation committee.

## **Project Objectives and Deliverables:**

### Objectives:

1. Assess and recommend a Bridge Housing location options that meet the needs of the partner entities
2. Assess and recommend service options within the Bridge Housing Center
3. Assess estimated new (or shifted) capacity at drop-in emergency shelters
4. Document the needs of the partner entities in a regional system

### Deliverables include:

1. Purchase and site readiness
2. Construct of an Operating Proforma including Memorandums of Understanding (MOU) between partner entities for capital and operating contributions
3. Documentation and visual for the system continuum, including local, WA State and Federal touchpoints
4. Contract with Provider(s)
5. Center operational before the cold weather season of 2020

## **Project Scope (Boundaries):**

The center will operate for approximately sixty (60) individuals. The individuals will come to the center based on a referral basis. Ongoing case managed care, life readiness skill as well as living space will be included in the operational model. Individuals will stay at the center for approximately 30-90 days prior to moving on to supportive or independent housing.

## **Project Assumptions and Risks:**

### **Assumptions:**

- A location will be selected.
- Additional capacity at drop-in emergency shelters will be available to individuals throughout Spokane County.
- A sustainable funding model will rely on public, private partnerships

# Regional Project Charter



- Funding will be tied to defines, outcome based metrics for accountability for contracted providers and local government entities
- The strategies of this project will align with the five (5) years strategic plan for homelessness adopted by Spokane County, City of Spokane and Spokane Valley

## Risks:

- An agreed upon location cannot be determined by stakeholders
- Local Government partnerships do not materialize
- Private partnerships do not materialize
- Insufficient capital funding is allocated
- Capacity allocation continues to be municipality "bed county" divine

## Project Budget:

### Capital

1. City of Spokane: \$1.9M of City Community Development Block Grant (CDBG)funds under consideration by City Administration for this purpose.
2. Spokane County/Valley: \$1.5M of Homeless Housing Assistance Act (HHAA) funds. HHAA funds were enacted in Washington State by Engrossed Second Substitute House Bill (ESSHB) 2163 on August 1, 2005. The law created a document recording fee on certain documents to be utilized by local jurisdictions to reduce homelessness. Grant funds are administrated by the state and local governments. Current Spokane County methodology for consideration for HHAA funding is that after a Spokane County CSHCD RFP is released, applications are submitted to CSHCD for consideration by the HCDAC (represented by represent twelve (12) cities and towns within the Spokane Urban County Consortium) who will review all applications and recommend the selected application(s) to the Board of County Commissioners for their final decision making. For Spokane County Community Services

### Operating

1. City of Spokane \$1.9M over five (5) years (Source: CDBG)
2. Spokane County (includes Spokane Valley) \$1.9M over (5) years (Source: HHAA)
3. Avista Foundation partnerships \$1.9M over five (5) years (Source: Private Funding)

## Project Timeline:



## Additional Key Stakeholders:

# Regional Project Charter



City of Spokane Council  
City of Spokane Valley City Council  
Avista Utilities  
Downtown Business Partnership  
Veterans Administration  
HUD

## Project Sponsor Approval:

June 23, 2020 **20 - 0440**

A handwritten signature in blue ink, appearing to read "Josh Kerns".

Josh Kerns, Spokane County Commissioner District 1

A handwritten signature in blue ink, appearing to read "Mary Z Kuney".

Mary Kuney, Spokane County Commissioner District 2

**ABSENT**

Al French, Spokane County Commissioner District 3

\_\_\_\_\_  
Nadine Woodward, City of Spokane Mayor

\_\_\_\_\_  
Ben Wick, City of Spokane Valley Mayor

\_\_\_\_\_  
Breean Beggs, City of Spokane Council President

\_\_\_\_\_  
Latisha Hill, Avista Foundation