

BYLAWS
PORTLAND POLICE BUREAU TRAINING ADVISORY COUNCIL

Article 1

NAME AND NATURE OF ORGANIZATION

The name of the organization is the Portland Police Bureau ("PPB") Training Advisory Council. ("TAC") The TAC was created as an advisory group pursuant to Resolution No. 36912, adopted by the City of Portland's City Council on March 14, 2012.

Article 2

MISSION STATEMENT AND GENERAL OBJECTIVES

SECTION 1. Mission Statement. The mission of the TAC is to provide ongoing advice to the Chief of Police and the Training Division in order to continuously improve training standards, practices, and outcomes through the examination of training content, delivery, tactics, policy, equipment, and facilities.

SECTION 2. General Objectives. The general objective of the TAC is to provide written recommendations regarding training to the Chief of Police, or Designee. The recommendations should reflect those outlined in Resolution No. 36912 and include, but are not limited to, the following:

1. Provide observations and recommendations regarding the effectiveness and adequacy of the PPB's employee training programs, initiatives, and facilities.
2. Review training "best practices" and emerging training strategies and make recommendations on their applicability to the PPB.
3. Propose recommendations for training enhancements with the goal of improving the Bureau's delivery of policing services to the community.

SECTION 3. Recommendations. The expectation and understanding of the TAC is that the Office of the Chief shall provide thorough and timely responses to TAC recommendations and requests for information, and shall endeavor to do so within 60 days.

Article 3

MEMBERSHIP

SECTION 1. Eligibility and Application. Individuals must submit an application. All applicants will undergo a background investigation to determine their eligibility to serve on the TAC. Everyone appointed to membership on the TAC shall maintain their background eligibility to serve and shall inform the Chief of Police, or Designee if a change in their eligibility occurs.

SECTION 2. Appointment. The Chief of Police, or Designee shall appoint 18-24 members for terms starting at the scheduled start of the May TAC meeting. Those eligible for appointment shall live, work, study, worship, travel, play, or have a demonstrable stakeholder's interest in the delivery of policing services within the city of Portland.

SECTION 3. Term. The TAC members shall serve two years. Members may reapply to serve additional terms up to a maximum of eight years. For members appointed after the May TAC meeting, the term is automatically extended to the scheduled beginning of the May TAC meeting occurring nearest in time to the two year anniversary of the start of the term.

SECTION 4. Participation Requirements. To maintain membership members shall:

- 1) Attend no less than 60 percent of the regular TAC meetings, and
- 2) Participate in the orientation trainings and 1 ride along per year, and
- 3) Participate in recommendation report processes.

SECTION 5. Resignation or Removal. All members of the TAC serve at the pleasure of the Chief of Police. A member who fails to satisfy the participation or eligibility requirements may be asked to resign, or may be removed at the Chief of Police, or Designee discretion.

SECTION 6. Vacancies. Any vacancy occurring for any reason in TAC's membership may be filled during the annual application process, or sooner at the discretion of the Chief of Police, or Designee.

SECTION 7. Election of Chair(s). The Chair(s) of the TAC shall be elected by a majority of the TAC's members present at the first regular TAC meeting scheduled for May, or the first regular TAC meeting after an irregular departure of a chair or full co-chair team. The Chair(s) shall serve two year terms and shall not serve more than two consecutive terms. The Chair(s) shall also serve as Chair(s) of the steering committee. In the event that a Chair's term exceeds their membership term, their membership term will be extended through the conclusion of their term as Chair. Candidates for chair or co-chair must self-nominate, and TAC members may vote for an individual chair candidate or a co-chair team. In the event that a co-chair resigns, the remaining co-chair may nominate a replacement co-chair to serve for the remainder of the term, with consent of the TAC.

SECTION 8. Communications. The Chair or their designee shall be the spokesperson of official pronouncements related to TAC business.

Article 4

STEERING COMMITTEE AND CO-CHAIRS

SECTION 1. Election. At a regular meeting, a majority of the TAC present shall elect 5 members to serve on a steering committee.

SECTION 2. Term. Each member of the steering committee shall hold office for one year or until a successor is duly elected.

SECTION 3. Duties. The steering committee works with the Training Division to form and monitor the progress of task forces and develop TAC's work plans. The steering committee shall meet monthly.

SECTION 4. Authority. The steering committee does not have any authority to act for or on behalf of TAC's membership without express authorization by a majority vote of TAC's members present and called upon to vote at a meeting.

SECTION 5. Vacancies. In the event that a steering committee member resigns or is removed from the steering committee, the steering committee shall schedule an election at the next scheduled TAC meeting to fill the vacancy.

Article 5

MEETINGS

SECTION 1. Quorums. A quorum is required to conduct business. Fifty one percent of the active membership at the time of the meeting constitutes a quorum. A majority vote of the members present shall be required to carry a motion, proposal, or resolution.

SECTION 2. Regular Meetings. TAC's full membership shall meet bi-monthly. The steering committee and task forces, if created, shall meet as frequently as needed to accomplish their objectives.

All regular meetings shall be open to the public unless the matter under discussion is confidential or raises public safety concerns, as determined by the Chief of Police or Designee.

SECTION 3. Confidential Discussions. Whenever the matter to be discussed is confidential or raises public safety concerns, as determined by the Chief of Police or Designee, the TAC will move into a closed session for discussion. Such sessions shall be closed to the public. No other business outside of the matter to be discussed shall be conducted during a closed session.

SECTION 4. Notice of Meetings. Notice of the time, date and place of all meetings shall be emailed or otherwise given to each member at least five (5) days before such meeting unless the nature of the meeting is such that shorter notice cannot be avoided.

Notice of the date, time, and place of TAC meetings shall be published in a manner intended to provide adequate notice to the general public.

SECTION 5. Rules of Order. The rules of order (in the order stated):

- A. Resolution No. 36912 and these bylaws;
- B. Standing Resolutions passed by TAC's membership;

SECTION 6. Public Testimony. All regular TAC meetings shall designate at least one time on the agenda to accept general testimony from community members. At the discretion of the Chair(s), additional public testimony on items pending a vote may be heard. The chair(s) may limit public speaking time at their discretion.

Article 7

AMENDMENTS

TAC members may propose amendments to these bylaws by a vote of three fourths of TAC's members present at a regular or special meeting. The Chief of Police, or Designee, must approve all bylaw changes before they go into effect. Notice of the proposed amendments shall be sent ten days before the meeting.

Article 8

RECORDKEEPING

SECTION 1. TAC's Records. The following records will be maintained on the website:

- A. The original copy of its bylaws including all amendments and alterations;
- B. All annual meeting calendars
- C. All approved meeting agendas
- D. All approved meeting minutes
- E. All written recommendations made by the TAC
- F. All resolutions passed by the TAC
- G. A current list of all TAC Members, their biographies, and their term of service.

SECTION 2. Right of Inspection. Any TAC member may examine the records related to any of TAC's proceedings.

Article 9

EFFECTIVE DATE

These bylaws will be adopted upon a vote by the majority of TAC's members at a regular meeting, and approved by the Chief of Police and the Captain of the Training Division.

These bylaws were adopted a by TAC on: March 13, 2024

These bylaws are approved by the Chief of Police and the Captain of the Training Division.

 23474

Portland Police Chief, Bob Day



Portland Police Captain, Tim Robinson

5/22/24

Date

4/5/24

Date