

Applicant Review Committee Meeting Minutes - DRAFT

November 20, 2024

The Applicant Review Committee of the Board on Public Safety Standards and Training held a regular meeting on November 20, 2024, at the Oregon Public Safety Academy in Salem, Oregon. Chair, Erin Reyes called the meeting to order at 11:00 a.m.

Committee Members:

Erin Reyes, Chair, Superintendent, Department of Corrections (Teams)
DeNeshia Barrett, Non-Management Law Enforcement, Police Policy Committee (Teams)
Mark Boren, Public Member, Corrections Policy Committee (Teams)
Mike Fletcher, APCO-NENA, Telecommunications Policy Committee (Teams)

Committee Members Absent:

None

Guests:

Jeanette Willman

DPSST Staff:

Kathy McAlpine, Professional Standards Division Director
Kathy Fink, Standards and Certification Program Manager
Cindy Park, Professional Standards Compliance Coordinator
Melissa Lang Bacho, Professional Standards Compliance Coordinator
Jennifer Levario, Professional Standards Compliance Coordinator
Jennifer Howald, Administrative Rules Coordinator
Erica Riddell, Criminal Justice Support Specialist
Juan Lopez-Hernandez, Executive Support Specialist



1. Introductions

Introductions of members, guests and staff.

2. Approve August 28, 2024 Meeting Minutes

A consensus was reached to approve the August 28, 2024 meeting minutes as written.

3. Willman, Jeanette (65303) Application Review: Corrections

Presented by Cindy Park, Professional Standards Compliance Coordinator

Reason for Discretionary Review

The DPSST received an Application for Training (F5) and a Criminal History Reporting Form (F28) for Jeanette Willman, in which she disclosed previous criminal dispositions. On April 19, 2023, Willman pled no contest to the charge of Fail to Perform Duties of a Driver, a violation, reduced from a misdemeanor, due to hitting a parked vehicle, and not remaining on scene.

On October 4, 2006, Willman was convicted of Assault IV(non-domestic) as a result of a physical altercation that occurred outside a bar in Pendleton, OR.

Willman was convicted of Driving Under the Influence of Intoxicants (DUII) on October 27, 2006, after an initial diversion was terminated due to non-compliance with treatment requirements.

While criminal dispositions over ten years old are not typically brought before the Applicant Review Committee (ARC), because of Willman’s 2023 criminal disposition, the 2006 dispositions are presented as aggravating factors for consideration.

Jeanette Willman provided verbal mitigation for committee consideration.

<i>Applicant Review Committee Discussion/Consensus/Vote</i>	<i>Second</i>	<i>Vote</i>	<i>Outcome</i>
A consensus was reached to adopt the record.			
<p>The Applicant Review Committee found the following moral fitness violations and factors:</p> <p><i>Moral Fitness Violations:</i></p> <ul style="list-style-type: none"> • Dishonesty: The committee did not identify elements of dishonesty. • Gross Misconduct: Willman violated the Board’s Moral Fitness standard for Gross Misconduct when she engaged in a physical fight, in which she caused harm to another individual and engaged in violence against another person. • Willman violated the Board’s Moral Fitness standard for Gross Misconduct when she chose to drive a motor vehicle while under the influence of alcohol, placing herself, others, and property at risk of harm. • Willman violated the Board's Moral Fitness standard for Gross Misconduct when she recklessly drove into a vehicle belonging to another person, causing damage to the vehicle, then left the scene without leaving any information or speaking with the owner. <p><i>Aggravating Factors:</i></p> <ul style="list-style-type: none"> • There are multiple crimes. • The crimes show a pattern of behavior. <p><i>Mitigating Factors:</i></p> <ul style="list-style-type: none"> • Two of the criminal dispositions fall outside of the ten-year authority of the ARC. • All the criminal dispositions occurred before Willman was hired in public safety. • There appeared to be no deception during her contacts with law enforcement. • Willman’s verbal mitigation statement. • There was a substantial window between events. • The Oregon Department of Corrections did a background check, is aware of the criminal history, and decided to go forward with hiring Willman. 			
A consensus was reached to confirm the identified aggravating and mitigating factors.			

DeNeshia Barrett moved, that the committee affirm the moral fitness violations and categories as presented in the staff memo.	Mike Fletcher	4 ayes; 0 nays	Motion Passed Unanimously
Mike Fletcher moved, after considering the identified violations of the Board’s pre-employment moral fitness standards and weighing the aggravating and mitigating circumstances unique to this case, that no action should be taken against Willman’s application for training and subsequent certification.	Mark Boren	4 ayes; 0 nays	Motion Passed Unanimously

4. Review of Oregon Administrative Rule (OAR) 259-006-0010

Membership to Criminal Justice Applicant Review Committee
Presented by Jennifer Howald, Administrative Rules Coordinator

5. Inquiry Closure – Information Only

Presented by Cindy Park, Professional Standards Compliance Coordinator

DPSST presented the list of applicants for public safety training/certification who had engaged in pre-employment criminal conduct that was determined to not require committee review. This information was presented as information only and required no action by the committee.

6. Next Applicant Review Committee Meeting: December 18, 2024 at 11:00 a.m.

Administrative Notes:

These minutes reflect the order of the discussion/voting items as they appear on the official meeting agenda. The actual order in which they were discussed may vary.

All documents reviewed and discussed in this meeting are subject to Oregon Public Records Law (ORS 192.410 to ORS 192.505). These documents can be requested by contacting DPSST at dpsst.records@dpsst.oregon.gov.