NW GNEKNA

keizerneighborhoodwatch1@gmail.com

503-991-1671

**NW GNEKNA 2/19/25**

Tammy Kunz, Jacqueline Green, Thomas T (Zoom), Teams Jackie T, Ben F, Lizzy, Ken L, Alice T, James D, Nancy Grace, Jean G, Nancy G, Linda M, Antonio M, Sean L, **On Teams (16)**

* Approval of minutes; Linda made a motion 2 from Nancy Grace motion carries 16 unanimously

Notes from the PowerPoint presentation;

We have been asked by many community members to develop a group for **Community Safety.** We have been working with Keizer Police department for 3 years to help get this off the ground. Time to put all the pieces together and develop Block captains and resources and material to share have been a vital part of this process.

* Keep a binder or book where these notes can be found.
* Ask participants, “Why should we report crime?”
* After participants have suggested reasons, add these if they weren’t already mentioned:
	+ Reporting crime helps identify crime trends.
	+ It helps focus on “hot spots” within the community.
	+ It ensures a more accurate picture of neighborhood crime problems.

We also did an Activity: Divide the group into two sections by having participants count off into ones and twos.

* Have the ones role-play as witnesses and the twos role-play as police officers.
* Show the witnesses the next slide of a crime scene for 10 to 20 seconds. Ask them to get as much detail as possible from the scene.
* Ask the police officers to close their eyes or put their heads on the desk while you show the next slide.
* Show the crime scene slide.

 We also looked at roles;

* Relays information to members
* Recruits’ seniors and youth
* Convenes and chairs block meetings
* Recruits’ newcomers
* Coordinates check-ins on shut-in residents
* Helps identify block problems and arranges attention to them
* Notifies chair/coordinator of changes in resident information

Then we covered Every neighborhood resident can help. Can have some involvement from doing simple tasks. Such as

* Young children can pick up litter and take part in specialized child safety programs.
* Youth can teach younger children how to stay safe and can organize events for other youth. (national night out!)
* Seniors can observe from their homes and make phone calls.
* Everybody should have a responsibility, small or large.

Roles of each

**Block Captain**; Assists the chairperson in passing information to and from the residents on their block. Keep in touch with the chairperson.

 **Chairperson**; Arrange for meetings and crime prevention programs. Communicate with the block captain’s information received from the police. Skills of President / Chairperson: Understanding of aims & objectives of the Neighborhood Watch. Ability to lead & manage meetings. Speaks clearly & succinctly. Is sensitive to the feelings of members & ensures members treat each other with respect. Is impartial & objective. Have good time-keeping skills, ensuring that meetings start & finish on time. Ability to delegate duties. Ability & commitment to ensure members' decisions are taken, recorded, & carried out.

A **co-block captain** for a Neighborhood Watch program helps organize and communicate with neighbors. They work with the block captain to keep the program active and to help prevent crime in the neighborhood.

Responsibilities

* **Recruit new members**: Encourage neighbors to join the program and welcome new residents
* **Communicate with neighbors**: Keep neighbors informed about meetings, training sessions, and crime prevention tips
* **Coordinate activities**: Organize meetings, block parties, potlucks, and cleanups
* **Document activity**: Keep a record of suspicious activity and break-ins, and share this information with neighbors and law enforcement
* **Maintain a member list**: Compile and distribute a list of names, addresses, and phone numbers for members
* **Encourage participation**: Follow up with members to encourage participation and to update Operation ID information

Working with law enforcement

A co-block captain serves as a liaison between neighbors and law enforcement. They can help identify areas of concern and work with the police to develop a crime prevention plan.

Neighborhood Watch Tips

To keep a Neighborhood, watch program active, it's important to make it fun and meaningful.

Role of **Vice-President** / Vice -Chair Skills of Vice-Chair-are the same as the Chairperson. Work consistently with & support the Chair & Secretary to help carry out the agendas & activities of the “Greater Northeast Keizer Neighborhood Watch”. Must have a clear understanding of the role & responsibilities of the Chair & Secretary, & be able to substitute either position in case of an emergency/resignation of a position. Always ensure the 5 members are involved in the affairs of the school & community. The main role of a good Vice-Chair is to facilitate engagements with; Board members and Community members, neighbors, & parents with the Outward Mindset predisposition-seeing other people’s; needs, dreams, & problems as important as their own.

Role of **Secretary**: Skills of Secretary: Always making sure that the entire body of the Neighborhood Association is involved in the affairs of the school & community. An understanding of the aims & objectives of the Neighborhood Watch. Management skills. Administrative skills. Well organized & conscientious with attention to detail. Utilizing discretion & tact. Communication skills. Be able to maintain confidentiality. Be able to react to opportunities & make decisions. Ability to record meetings accurately & concisely.

* When we looked at becoming just one group for both Association and Neighborhood watch back in 2023. They decided it was not something we could do. This may have changed and Tammy and Jacqueline can check on this, but as of right now. Let’s put our items together first then we can see about recognitions for the neighborhood watch side of our group. In May of 2025, this gives us time to put together items like by-laws and guiding documents.

Information breakdown for A **block captain** is a neighborhood watch coordinator who connects residents with the police and coordinates activities. They are also the main point of contact between the police and the neighborhood.

* Responsibilities; **Organize meetings**: Arrange and host meetings with neighbors
* **Maintain contact list**: Keep a list of neighbors' names, addresses, and phone numbers
* **Welcome new neighbors**: Introduce new residents to the neighborhood and the watch program
* **Share information**: Distribute crime prevention tips and information about crime trends
* **Encourage participation**: Encourage neighbors to report suspicious activity and participate in the program
* **Coordinate activities**: Delegate responsibilities to group members
* Are there other items we want to add in for this section

Meeting adjourned @ 8:30 pm