



# APARTMENT COMMUNITY MANAGERS GROUP MEETING HIGHLIGHTS



**Date:** January 4th, 2023

**Time:** 10:00AM -11:30AM

## 10:00am Introductions

- Jennifer Abrao & Lindsay Maryon, Crime Prevention Specialists
  - PD liaisons for the group
- Chief Tracy Basterrechea
- Lieutenant Shawn Harper, Community Services
- Jacob Cluff - Community Relations and Policy Advisor, Mayor's Office
- Manager introductions (Roundtable)
  - Managers or representatives in attendance:
    1. Andrea Martin - The 240
    2. Mason Moilette - Cortland South
    3. Philip Guinn - High Point
    4. Amanda Leech - Square One
    5. Josh Bartholomew - Red Tail by Baron
    6. Tristan Ashworth - Olympus at Ten Mile
    7. Christina Leavell - Creekside Arbour

## 10:30am Group Overview

- Our goal for this group is to open lines of communication and make it easier for both sides to get ahead of issues before they become bigger.
- Learn about each others industries and best practices. (civil vs criminal law)
- Grow the group and have a solid, far reaching network within the City of Meridian.

## 10:45am Future Meeting Ideas and Needs

- First week of the month, not a good time for meetings. Will change to 2nd Wednesday of the month.
- Group would like to see more happening with the Idaho Apartment Association. Could be a valuable resource.
  - PD attempted to make contact with the association several times and were unsuccessful. Will keep trying.
- Future meeting ideas/training topics:
  - How to work with patrol and dispatch
  - CPTED
  - Property Crimes
  - Prevention
  - Legal (Landlord/Tenant Law)
  - ICE
  - Meridian Fire Department
  - City of Meridian
  - Code Enforcement
  - IMPACT (narcotics investigation)

11:30am Meeting concluded

Next meeting: February 8th, 2023 at 10:00am



# APARTMENT COMMUNITY MANAGERS GROUP MEETING HIGHLIGHTS



**Date:** February 8, 2023

**Time:** 10:00AM -11:30AM

## 10:00am Introductions

- Jennifer Abrao & Lindsay Maryon, Crime Prevention Specialists
  - PD liaisons for the group
- Corporal Kevin Kinnaman, Patrol
- Lieutenant Shawn Harper, Community Services
- Jacob Cluff - Community Relations and Policy Advisor, Mayor's Office

1. Anastasia Keller - Southridge

2. Susan McNearney - Centerpoint Townhomes

3. Tiffany Thompson - Prelude

4. Amanda Leech - Square One PM

5. Megan Alexander - Silver Ridge

6. Caia McCurdy - Silver Ridge/Harper Ridge

7. Dion Salinas - Selway Apartments

8. Cristal Rodriguez - Selway Apartments

## 10:30am Training Topic - Patrol, Dispatch, Emergency Access

**Speaker:** Cpl. Kevin Kinnaman - Patrol (see attached presentation)

- Shifts (days, swings, graveyards). Officers are working in Meridian 24/7.
- CAD, calls for service.
- Non-emergency dispatch is the best number to call, unless it is a life-threatening emergency or a situation is in progress.
- It is important to put the non-emergency number in your cell phone.
- Always be as descriptive as possible with dispatch. The information you give dispatch will determine the police response. (lights and sirens vs. driving with the flow of traffic).
- Everything is always documented, whether you get a report or not.
- Code enforcement - who you want to call if something is diminishing the beauty of Meridian (weeds, cars, graffiti, etc.).
- Community Service Officers (CSO) - Takes reports, helps with traffic control, assists patrol, no arrest powers, will handle calls that do not have something in progress/there is not a known suspect.

## 11:15am Knox Boxes and Hot Topic Updates

- Law enforcement does not have access to Knox Boxes without Fire Department assistance. In a major emergency, this may lead to officers breaching the door.
- Climate-controlled buildings must have a keypad at main entry points to the buildings. Let us know if you need to get this process started for your building.
- We met with an ICE representative. Call Non-Emergency Dispatch if you come across someone providing false identification.

## Next Meeting Topic: Investigations

- An investigator will be presenting.

11:30am

Meeting concluded

Next meeting: March 9th, 2023 at 10:00am



# APARTMENT COMMUNITY **MANAGERS GROUP** MEETING HIGHLIGHTS



**Date:** March 9, 2023

**Time:** 10:00AM -11:30AM

## 10:00am Introductions

- Jennifer Abrao & Lindsay Maryon, Crime Prevention Specialists
  - PD liaisons for the group
- Sgt. Matt Parsons - Criminal Investigations Division (CID)
- Lynnette Horton - Idaho Apartment Association (IAA)
- Jacob Cluff - Community Relations and Policy Advisor, Mayor's Office

- |  |  |
|--|--|
| 1. Angee Jensen - CBW Properties           | 6. Brad Adcock - Red/Baron Properties            |
| 2. Susan McNearney - Centerpoint Townhomes | 7. Josh Bartholomew - Red Tail/Baron Properties  |
| 3. Lynnette Horton - IAA & CBW Properties  | 8. Tiffanie Thompson - Sentry West Insurance/IAA |
| 4. Baylee Brown - CBW Properties           |  |
| 5. Andrea Martin - The 240                 |  |

## 10:30am Meridian Fire Department - Public Education (see attached brochure)

- How can the Meridian Fire Department help you or your tenants? (CPR classes, fire extinguishers, car seat checks, etc.)
- MFD can provide intervention and education for youth and youth arsonists.
- Knowing who is responsible for maintaining the fire alarms and fire extinguishers on your property.

## Speaker: Sgt. Matt Parsons - Criminal Investigations Division (CID)

"Apartment communities are little cities, you are the mayor."

- Criminal Investigations Division - Person crimes, Property crimes, and IMPACT.
- Impact Team - "Victimless" crimes such as drugs and prostitution
- 5 detectives total who handle property crimes.
- The #1 crime in apartment complexes are vehicle burglaries. Vandalism, embezzlement, and grand theft autos are also common.
- 1 in every 10,000 bills is counterfeit. Can provide a training on how to identify counterfeit bills.
- Retail theft is one of the highest types of crime in Meridian.
- Crime Prevention Through Environmental Design (CPTED) is important.
- Ways to prevent residential burglary - See graphic in attached presentation



# APARTMENT COMMUNITY **MANAGERS GROUP** MEETING HIGHLIGHTS



**Date:** March 9, 2023

**Time:** 10:00AM -11:30AM

## 11:15am Idaho Apartment Association

- The association has been in existence for 6 years, 3 years of that during COVID.
- Utah sponsored Idaho to begin the association.
- The sponsorship with Utah is ending and the association is making strides in the right direction to become independent.
- The IAA urges property managers to get involved.
- Email Lynnette if you have question or interested in joining. [horton1425@msn.com](mailto:horton1425@msn.com)

## Group Updates

- Please spread the word to other property managers about this Apartment Community Managers Group, as well as the Idaho Apartment Association.
- We will be allowing more time for questions at the end of each meeting.
- Just as a reminder, if something is happening in real time/is in progress, call dispatch. (208-377-6790) Even if the call turns out to be nothing, officers are still happy to go out there and check it out.

11:30am Meeting concluded

Next meeting: April 12, 2023 at 10:00am

Next Meeting Topic: Code Enforcement



APARTMENT COMMUNITY  
**MANAGERS GROUP**  
MEETING HIGHLIGHTS



### Contact Information

**City of Meridian:**

<https://meridiancity.org/>

**Meridian Police Department:**

<https://meridiancity.org/police/>

**Business Line:** 208-888-6678

**Non-Emergency Dispatch:** 208-377-6790

**Emergency:** 911

**Code Enforcement:**

<https://meridiancity.org/police/community-resources/code-enforcement/>  
208-846-7326

**Animal Control:**

[info@idahohumanesociety.org](mailto:info@idahohumanesociety.org)  
(208) 342-3508

**Meridian Fire Department**

[fireeducation@meridiancity.org](mailto:fireeducation@meridiancity.org)  
208-884-0597

### Other Agency Contact Information

**City of Boise - Boise Police Department**

<https://www.cityofboise.org/>

**Boise Police Department**

<https://www.cityofboise.org/departments/police/>  
Ed Fritz - Crime Prevention  
[edfritz@cityofboise.org](mailto:edfritz@cityofboise.org)  
208-570-6071

**Garden City Police Department**

<https://gardencityidaho.org/policelinks>  
208-472-2950

**Ada County Sheriff's Office**

<https://adacounty.id.gov/sheriff/>  
Kuna Police Administration (208) 577-3860  
Star Police Administration (208) 577-3840  
Eagle Police Administration (208) 938-2260



# APARTMENT COMMUNITY MANAGERS GROUP MEETING HIGHLIGHTS



**Date:** April 12, 2023

**Time:** 10:00AM -11:30AM

## 10:00am Introductions

- Jennifer Abrao & Lindsay Maryon, Crime Prevention Specialists
  - PD liaisons for the group
- Lacy Ooi - Code Enforcement Supervisor
- Jacob Cluff - Community Relations and Policy Advisor, Mayor's Office

1. Angee Jensen - CBW Properties
2. Lynnette Horton - IAA & CBW Properties
3. Mason Mollette - Courtland South Meridian
4. Stacey Oldroyd - Benchmark Apartment
5. Megan Milich - Neighborhoods by Gini
6. Modena Allen - Gramercy Villas

## 10:30am Code Enforcement

- Code Enforcement works with all divisions within the City of Meridian.
- Code Enforcement enforces city ordinances written within Meridian City Code.
- Residential code affects apartments. Code Enforcement needs permission to enter private property.
- When cars are parked blocking a stop sign, it doesn't matter if it is blocking the view, the vehicle only needs to be 30 feet from the stop sign.
- Code Enforcement can get cars towed from apartment complexes, if it is authorized by property management. They can tag the car and after 48 hours, the vehicle can be towed.
- When apartment complexes are under construction, trash receptacles are required to ensure the sites don't create hazards.
- If an offense effects other properties, that is when code enforcement gets involved such as nuisances (example: stagnant water).
- Weeds that are over 8" in height, code enforcement can handle them. Weeds this tall can be a fire hazard.
- For graffiti removal, call non-emergency dispatch, patrol then will forward the call on to Code Enforcement. A 5-day notice for removal is given to the property.
- If there is a porch or balcony facing a public street and the resident is using their porch and balcony for storage, it is not considered junk or a nuisance.

11:30am Meeting concluded

Next meeting: May 17, 2023 at 10:00am

Topic: TBD

This meeting will be hybrid. We hope to see more of you with this option! More information to come as we get closer to the meeting.



# APARTMENT COMMUNITY **MANAGERS GROUP** MEETING HIGHLIGHTS



**Date:** July 19, 2023

**Time:** 10:00AM -11:30AM

## 10:00am Introductions

- Jennifer Abrao & Lindsay Maryon, Crime Prevention Specialists
  - PD liaisons for the group
- Crisis Intervention Team - Officer Horvath and Clinician Luque
- Jake Cluff - Community Relations and Policy Advisor, Mayor's Office

1. Allen Adams - Securitas Security
2. Angee Jensen - CBW Properties
3. Modena Allen - Neighborhoods by Gini, Gramercy Villas
4. Josh Bartholomew - Baron Properties, Red Tail Apartments
5. Lynnette Horton - CBW Properties
6. Emily Silvas - Altair Apartments
7. Megan Milich - Neighborhoods by Gini, Gramercy Villas
8. Modern Craftsman, Ten Mile
9. Tyler Wolters - Idaho Apartment Association
10. Baylee Brown - Rembrandt Park Apartments
11. Shivani - Westridge Apartments
12. Stacy - Benchmark Apartments

## 10:30am Crisis Intervention Team

- Crisis Intervention Team - 2 police officers, 1 mental health clinician
- What is a crisis? A response to a life stressor, especially when someone's normal coping mechanisms fail. This leads the individual to incorporate dysfunctional behaviors driven by fear, anxiety, and anger.
- CIT responds to mental health calls for service (suicidal subjects, crisis calls, welfare checks, etc.).
- They assess the needs of the individual in crisis and de-escalate the situation.
- They determine if an involuntary hospitalization (mental hold) if required or if a safety plan can be created so the individual can remain in the community while they receive mental health treatment.
- They follow up with those who were placed on a mental hold after they are discharged and those with referrals from department staff and the community.
- All Meridian Police officers are trained to recognize a mental health crisis and how to appropriately respond to mental health calls for service.
- Involuntary Mental Holds: according to Idaho Code 66-326, law enforcement or a physician (with admitting privileges) may place an individual on an involuntary mental hold if the following criteria is met:
  1. Danger to self
  2. Danger to others
  3. Gravely disable as a result of mental illness.

## Indicators of a Mental Health Crisis

- Is a friend or family member starting to isolate themselves?
- Is a friend or family member using drugs and/or alcohol?
- Is a friend or family member self-harming?
- Is a friend or family member experiencing a change in behavior?
- Is a friend or family member talking about suicide?

## Getting Help for a Friend or Family Member in Crisis

- Talk and listen to your friend or family member to learn about their need(s)
- Refer your friend or family member to the Idaho Crisis and Suicide Hotline (988)
- If you get information that your friend or family member is suicidal or has a plan to attempt suicide, call 911.

\*See attached Mental Health Resources flyer\*

## Updates:

- We had a property manager reach out who requested to meet with us about issues they were having with residents and to conduct a CPTED Security Survey. We were able to give them tips on how they could improve their property, as well as given them additional resources the Meridian Police Department has to offer. If you would like us to come out to your property, feel free to reach out to us.

\*Our meetings for this group are held every other month. Please spread the word to your co-workers and property management friends. Email is the best way to get information from us. If there is someone who wants to join the group, please send us their email.\*

All meetings hybrid.

11:30am Meeting concluded

Next meeting: September 20, 2023 at 10:00am

Topic: Ada County Coroner's Office





# APARTMENT COMMUNITY **MANAGERS GROUP** MEETING HIGHLIGHTS



**Date:** September 20, 2023      **Time:** 10:00AM -11:30AM

## 10:00am Introductions

- Jennifer Abrao & Lindsay Maryon, Crime Prevention Specialists
  - MPD liaisons for the group
- Ada County Coroner's Office - Nicole Romero, Medicolegal Death Investigator

1. Allen Adams - Securitas Security
2. Baylee Brown - Rembrandt Park Apartments
3. Austin Jones - Keeneland Park
4. Dan Stewart - HD Supply
5. Jason Woodward - Boise Property Management
6. Kayla Bennett - Red Tail Apartments
7. Corthie Zhu - Red Tail Apartments
8. Stacey Oldroyd - Benchmark Apartments
9. Modena Allen - Gramercy Villas
10. Shivani Sami - Westridge Apartments
11. Ashley Meucci - Cherry Lane Apartments
12. Paige Schultz - Cherry Lane Apartments
13. Goran Gajic - The Lofts at Ten Mile
14. Tyler Wolters - Idaho Apartment Association
15. Jax Ace - Entrata Farms
16. Danyelle H. - Brickyard Townhomes
17. Chelsea Holzer - Pennwood Apartments
18. Lynnette Horton - CBW Properties
19. Andrea Martin - Proximity Management
20. Heather Bennett - Cortland Ten Mile

## 10:30am Ada County Coroner's Office

Steps taken by the Coroner's Office when someone dies at an apartment complex:

- Secure the apartment
- Document who, when, and how
- Find the Emergency Contact Information - but please do not notify
- If there is a key fob or smart lock that logs entry times, that can help narrow down the time of death.
- Does the decedent have a vehicle on the property?
- The Coroner's Office protects all property of the decedent.

## Next of Kin

- Spouse - must be legally married
- Adult children - must be biological children
- Parents - biological parents, not stepparents
- Siblings - Adult biological siblings

## How the Ada County Coroner's Office Locates Next of Kin

- TLO
- Truepeoplesearch.com
- Fastpeoplesearch.com
- Ancestry.com
- Familytreenow.com
- Facebook

## Unclaimed Decedent

- No legal next of kin or abandoned by next of kin
- Public Administrator - Ada County Treasurer's Office is notified of the death.
- Treasurer's Office will take possession of all personal property.
- Remembered with Compassion at Cloverdale Funeral Home

## Coroner Seal

- We are required to seal property on all scenes where next of kin is absent or unknown. This could be a bedroom, entire residence, and includes vehicles.
- Property must remain sealed and protected until legal next of kin is notified and arrangements can be made.
- If there is blood or other biohazardous materials where the individual died, there are biohazard clean up companies who you can call to clean up the area.

## Probate

- Probate is the court process to transfer titles of property of a decedent to his or her successors and pays any creditors.

### What if the decedent has a will?

- Probate will be necessary to declare the will to be valid and to appoint the personal representative under the will. The personal representative can then carry out the terms of the will.

### What if the decedent does not have a will?

- Probate may be required to make a determination of heirs and to appoint a personal representative to handle the estate.

11:30am Meeting concluded

Next meeting: November 15, 2023 at 10:00am

Topic: IMPACT



# APARTMENT COMMUNITY **MANAGERS GROUP** MEETING HIGHLIGHTS



**Date:** November 15, 2023      **Time:** 10:00AM - 11:30AM

## 10:00AM Introductions

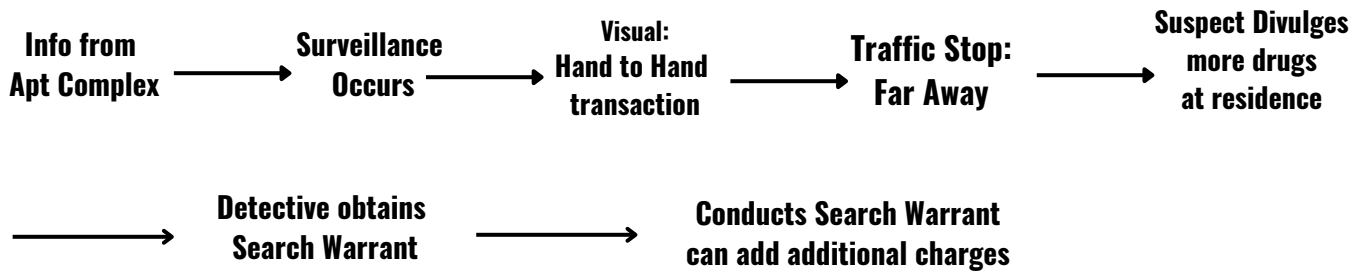
- Jennifer Abrao & Christy Boyes, Crime Prevention Specialists
    - MPD liaisons for the group
  - MPD Detective Joseph Whilden (Impact Team)
1. Allen Adams -Securitas Security
  2. Erica Mastropaolo/ Tony-Meridian Park Apartments
  3. Austin Jones-Keenland Park
  4. Dan Stewart-HD Supply
  5. Jason Woodward-Boise Property Management
  6. Terry Wuitman-Crestmont Apartments
  7. Kalynn Cooper-Belfor Property Restoration
  8. Stacey Oldroyd-Benchmark Apartments
  9. Modena Allen-Gramercy Villas
  10. Shivani Sami-Westridge Apartments
  11. Jereb Allen-United Parking and Security
  12. Amanda Leech-Crossfield Apartments
  13. Goran Gajic-The Lofts at Ten Mile
  14. Tyler Wolters - Idaho Apartment Association
  15. Sarah Philips-Aspen Hills

**10:30AM MPD Detective Whilden: [jwhilden@meridiacity.org](mailto:jwhilden@meridiacity.org)**

Impact is responsible for quality-of-life issues/ investigations:

- Narcotics Investigations
- Problem Houses/ Apartments
- Human Trafficking
  - Sex Trafficking
  - Child Trafficking
- Prostitution
- Intelligence Analyst
- Website Inquiries/ Suspicious Behavior
- "It's not what we know, it's what we can prove," regarding investigations.

## Investigation example from your info:



What you might see in your apartment inspections that might indicate suspicious behavior:

- Paraphernalia
- Foil with burn marks
- Pipes
- Baggies
- Locks on outside of doors
- Tools: possible stolen property
- Credit cards in multiple different names
- Different clothing not commonly associated with children in their spaces.
- Video cameras in rooms of residence
- Mattresses on floors
- Animal feces/ unhealthy surroundings

## Obtaining Information and Building Trust:

Remind tenants that the information they provide to you (Manager/Owner) can be valuable to Law Enforcement, and if they relay the information to you that we don't need the specific name of the reporting party.

CONFIDENTIAL INFORMANT: an individual that was once in trouble and working with law enforcement to help the case.

CONFIDENTIAL SOURCE: Where the original information came from (more general).

## Q&A:

- Clarify Dispatch-Non-emergency for normal issue 911 for emergency.
- Q: Is there a way to bridge the gap of communication between calls for service and managers being notified of what's happening at their complex?
  - Certain types of calls can't be shared for privacy reasons.
  - Business card dropped in rent drop regarding police activity reason.
  - MPD Crime Prevention needs accurate property manager contact information, also can reach out to crime prevention for information.
  - MPD is happy to provide resident meetings/ employee training and Security Survey of complex for reference.

- Q & A: continued...
- Meridian Park and Gramercy Villas asked about suspicious activity in their complexes.
- Q: Does “Security” calls count for “multiple calls for service stats/ notifications?”
  - A: There is not a formal “Nuisance Ordinance,” however, dispatch does document and can relay to officers responding how many calls for service have been at that address.
  - A: Public ‘records request’ to Dispatch for CAD records will also tell you number of calls and call types if available.
- Q: Resident who appears to be running possible prostitution out of apartment and children are present?
  - A: Health and Welfare call for service or inquiry
- Q: Resident yelling at everyone in complex?
  - A: Both the above may be mental health of health and Welfare concerns. Calling non-emergency dispatch and explaining that you may have a mental health issue or Health and Welfare concern can start the process.
- Q: Concerns with children, neglect, unsafe living environments?
  - A: Utilizing our SRO’s (School resource Officers) and the Health and welfare reporting system can help to build a relationship with those kids who will trust the SRO and ultimately confide in them with what's going on at home.

**Resources:**

- Meridian Police Website: Click on Crime Prevention tab, there are attachments and downloads for you to email out and/distribute in welcome or new resident packets.
  - <https://meridiancity.org/police/crime-prevention/>
  - Health and Welfare reporting

**Meeting Concluded 11:30**

**Next Meeting: January 17th 2024 10:00 a.m.**

**Topic: TBD \*\* This meeting will be hybrid**