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*Message From*

**Police Chief  
Tim Doney**

It doesn't take long to see that law enforcement in America is a hot topic these days. Police Officers and their actions are under increasing scrutiny. An incident on the East Coast can have effects on policing in the Pacific Northwest. The availability of electronic devices and cell phones with cameras has increased the number of police encounters which have been videotaped. Within seconds, the encounter is on the internet sometimes stoking fear and sometimes anger. Often, there is more to the story but once the brief video clip has made the internet; the incident has taken on a life of its own. Those of us in the Police Department recognize the power and trust that has been bestowed upon us by the citizens of our community. We don't take our oath and responsibilities lightly. Last month I attended the International Police Chiefs Conference in Chicago with 14000 other police executives. We talked about a number of topics including Procedural Justice and Police Legitimacy. We discussed use of force and body worn cameras. The world is quickly changing and so is the world of policing. SPD will soon be implementing a body worn camera pilot program. We are also looking at bringing training to our staff on building relations with the people we serve. We continue to look for ways to keep our community safe and better serve you all.

Enjoy the Holiday Season!

**Chief Tim Doney**

Visit the Springfield Police Department  
[http://www.springfield-or.gov/dept\\_pol.htm](http://www.springfield-or.gov/dept_pol.htm)  
[www.facebook.com/SpringfieldPoliceDepartment](http://www.facebook.com/SpringfieldPoliceDepartment)



## K9 Korner - by Sgt. Richard Charboneau

The K9 unit has undergone much change in the past year. We had a dog retire and his handler leave for the detective unit, a new patrol handler selected, a dog die, two new patrol dogs selected and trained and a new drug detection dog and handler selected and trained. New drug dog Officer Eric Sorby and K9 Danner started working last fall, new K9 Officer Andy Hargis started working with K9 Falko in November and Officer Brian Keetle started working with his new partner, K9 Flex, in April following the death of K9 Troll.

All of the new dogs and their handlers, as well as the veteran dogs, are doing a great job. In the past year the patrol dogs have searched for and located 78 suspects. This includes Officer Kendrick and K9 Tjenco locating a Springfield homicide suspect in Douglas County. K9 Flex after one month on the street took the Top Dog award at the Springfield K9 competition. Officer Sorby and his drug detection dog Danner have been busy in their first year also. They have located pounds of drugs including cocaine, heroin and methamphetamine as well as recovered thousands of dollars in cash.

The date has been set for the 2016 K9 competition. It will be start at noon on June 18th at the Springfield High School football field. It is a good chance to come out and see the dogs and their handlers work and cheer them on as they compete against dogs from around the state. As always it is free of charge.





## Message From

Springfield Citizen Police Academy  
Alumni Association (SCPAAA)  
President, Barbara Sward



Citizen Police Academy

Look for the Saturday, December 5th, [Springfield Parade](#) flyer in this newsletter! The parade begins at 1:00 p.m. on Olympic and 21st, continues down Mohawk Blvd to Main Street and ends at Pioneer Parkway. This annual event is always fun to watch! The Springfield Police Department has volunteers hand out calendars that share events for the upcoming new year. Note on the back of the calendar [SCPAAA Breakfast with Santa](#) information. Hope you are able to attend both events. Have a wonderful and safe holiday season!

[Breakfast with Santa](#), will be Saturday, December 12th, from 9:00 a.m. until 11:30 a.m. If you have not attended before, I hope you will come and share time with your child(ren). Each child will receive a craft bag to take home, breakfast, and a photo opportunity with Santa and his elf. So bring your camera!! For the adults you have the fun of participating in an exciting raffle by purchasing raffle tickets and eating breakfast while watching your child enjoy the morning. You get to do all this [for only \\$6.00 per person](#) at Willamalane Adult Activity Center (205 West C St. in Springfield). Looking forward to seeing you there! Tickets will be sold in advance at the Justice Center in Springfield on December 8, 9, and 10 from 2:00-6:00 p.m. in the lobby. Please look for the flyer in this newsletter giving you the rest of the details.

SCPAAA has begun a new program that we are excited about. [SCPAAA has joined with the Fred Meyer Community Awards](#) program to earn money for our non-profit organization. If you have a Fred Meyer Reward Card, you are already on your way to helping us earn dollars to provide fun activities in the community and safety fairs. You will still keep your points for gas and Fred Meyer benefits but Fred Meyer will also give us funds to use for activities. You will find all the step by step instructions you need in this newsletter for signing up today! It won't cost you anything but a few minutes signing up on your computer. Thank you in advance for your support.

In January applications will be online for the [31st Springfield Citizen Police Academy](#). The Citizen Police Academy is 11 weeks (meeting each Wednesday evening from March 30 - June 8) and is designed to provide information about the police and to help citizens develop realistic expectations of their police department. To be selected as a participant of the Citizen Police Academy, an applicant must usually live or work in Springfield, have no criminal record (other than traffic violations), and be 18 or older. Space is limited so each member must be able to commit to attending 9 of the 11 classes. I strongly encourage you to apply and become a more informed citizen in your community.

After you graduate from the Citizen Police Academy, you become an alumni and you are automatically a member of the Springfield Citizen Police Academy Alumni Association (SCPAAA) until the end of December. After that I encourage you to remain a member by completing a renewal form and paying a whopping \$10.00 dues for the upcoming year! I hope that after you graduate you would be willing to help with a few fun events during the year. The Police Department has many opening for volunteers for as little or as much time as you wish to volunteer.

## Message From

# Neighborhood Watch Board



### **Don and Vickie Hale**



The Hale's said "We survived the 40s, 50s and met the end of the 60s." They raised five children, four boys and one girl. They are all self sufficient adults now with their own families and they often camp and have get togethers. Neighborhood Watch is like an extended family-with hands held out and hearts open to share. It's the daily happenings that make us closer. "We extend our circle broader when we give back. We do make a difference when we pay it forward."

### **Mary Lou Waggoner**



In 1989 Mary retired from Northrop Grumman and moved to Oregon. While at Northrop she was the tool design coordinator, where she helped prepare par an analyses reports on man hours to produce tools. She also coordinated the selling of bonds, company functions, and keeping government plans secret.

From about 1991 to 1998 she worked for several health care companies in Oregon. While working with elderly patients she oversaw three foster homes with one being a ventilation home and was a general manager. Working with the elderly was one of the most enjoyable times her life. She learned what true compassion for another human being was all about.

This is her first experience serving on a board and she is excited to be a part of it. She plans on using her coordination and organizational skills to help strengthen the bond between the board and the Neighborhood Watch Coordinators. She really enjoys what this board does for the community and what it gives back. Mary has only been on the board for several months but plans for a long time stay.

Mary is married to Harry Waggoner. Together they have a blended family of nine children, twenty-five grandchildren and over twenty-seven great-grandchildren. When she's not busy with them she enjoys quilting, sewing, planning family get together and reading.

### **April Johnson**



April has lived in Springfield for 16 years. She has been working as a Paralegal/Office Manager for Phillip M. Williams, PC for the past 6 years.

She has not served on another board, but has done volunteer work for non-profit organizations for the past ten years. Everything from fundraising, event planning, and conferences, to bookkeeping. She has also assisted her boss with his board of director duties on two different boards he is a member of.

She bought a new house last spring and it sparked her interest in the Neighborhood Watch because her neighborhood was inactive. April joined the board because law and crime prevention have always been interesting to her.

While on the board she would like to contribute new ideas to help the organization become more recognized in the community and spark other's interest in becoming actively involved.

April has three daughters who all go to Springfield schools and are very involved in activities. In her spare time she likes to camp, raft, hike, and fish. She makes custom cakes as a hobby. April, her kids, their dad all play musical instruments and love music of all kinds.

### **Daphene Sampson**



Daphene lives in Springfield and is very passionate about serving the community and being a proactive participant in Springfield's positive growth. She not only serves on the Neighborhood Watch Board, she also volunteers for the Police Department on the Landscaping Team. She also serves on the City of Veneta Park Board where she was Chairperson for 1 year.

She currently works for the City of Eugene in Public Works in Parks and Open Space. Daphene does agility with her dog Lily and has been doing so for 3 years.

## Message From

# Neighborhood Watch Board



### **Penny Hales**



Penny works for Oregon Virtual Academy. She is a 3rd grade teacher. Over the past 25 years she has worked on many city and state committees. OPTA (state and local), Girl Scouts of America, Safe Place/Station 7, SHS class of 80' reunion chair, Springfield public schools equity and diversity committee, and multiple local school events and activities.

She became a board member for the 2nd time this year because she feels that the committee needs active members that can represent and guide local neighborhoods in being informed, educated, and safe.

She has lived on 16th Street most of her life. Penny and her husband Kim live in the home where she grew up. She has 4 children, Kim has 4 children, and together they have 10 grandchildren. She plans to teach for a few more years before she and her husband both retire and start doing some traveling.

### **Nancy Murphy**



Nancy became involved in Neighborhood Watch as a Coordinator for her neighborhood a little over three years ago. She has been involved with other organizations such as Community Emergency Response Teams (CERT) and the Emerald Amateur Radio Society (EARS) as well as other service organizations. She graduated from The Springfield Citizen Police Academy in 2012. She is currently serving her third year on the Neighborhood Watch board of directors. For the past two years she has served in the capacity of secretary for the board.

### **Bob Belmont**



Bob is a long time Springfield resident and a widower. He is retired but has worked as a reserve police officer, alarm installer, stock broker, and insurance agent. Bob attended the Springfield Citizen Police Academy in 2008.

Bob has served on several boards and organizations. He served as President and District Governor of the Lions Club. He also served as president for the Springfield Kiwanis. Bob is currently the President of the Springfield Neighborhood Watch Board and is hoping to bring awareness of Neighborhood Watch to our community.

### **Charlene Miller**



Charlene was born in Rumford Maine. She moved to Springfield in 1974 with her husband Curt. They have one daughter, Jennifer.

Charlene works as a team member at Target where she does many different jobs. She worked at Whittier Wood products for 31 years before getting laid off due to downsizing. She has served on the Neighborhood Watch board since 1999. She enjoys working at community events. She has developed lots of friendships over the years. She likes talking to her neighbors to make them aware how important Neighborhood Watch is. We all need to be aware of who is in our neighborhoods.

Some of her other activities include bowling, walking, biking, and spending time with family, working in her yard and church activities.

### **Faye Brabham**



Faye has been a long time Springfield resident. She came to us from Roseburg where she grew up. Faye has been a retired florist for several years but has come out of retirement a few times to make floral arrangements and do the flowers for weddings for a few friends. Faye became a Neighborhood Watch coordinator in the mid 80's and has served on the Neighborhood Watch Board off and on since then — In many capacities including President. Faye attended Springfield's first Citizen Police Academy and has also served on the SCPAAA Board for several years including as President. Faye's Passions - beyond our community - are writing and collecting wedding dresses. That is only the tip of the iceberg - I need a lot more space to fairly cover her accomplishments.

# What's Happening in 2015/2016

<i>November</i>	Breakfast with Santa—Reservations available by calling Barbara at 541-912-8773
<i>December</i>	5th - Springfield Christmas Parade, starts 1 p.m. 12th - Breakfast with Santa, 9 a.m. - 11:30 a.m.
<i>January</i>	SCPAAA - annual membership renewal Neighborhood Watch - updates
<i>February</i>	
<i>March</i>	30th - Citizen Police Academy begins (11 week course every Wed. 6:30 - 9:30 pm)
<i>April</i>	General Meeting - Neighborhood Watch and Springfield Citizen Police Academy Alumni Association - SPD, 2nd Flr, EOC. Date and time TBA
<i>May</i>	15th-21st - National Police Week
<i>June</i>	8th - Citizen Police Academy Graduation 18th - Statewide Police K9 Competition, Silke Field, Noon-3:00 p.m.
<i>July</i>	16th - National Night Out Kick-Off, Island Park
<i>August</i>	2nd - National Night Out In Your Neighborhood Park, 6 p.m. - 8 p.m.
<i>September</i>	17th - Springfield Justice Center Open House, 10 a.m. - 2 p.m.
<i>October</i>	8th - Jerry's Safety Fair, 10 a.m. - 2 p.m.

Citizen Police Academy Alumni Association Board Meetings are held on the 4th Tuesday of the month, 6:30pm.  
Neighborhood Watch Board meetings are held on the 3rd Wednesday of the month at 4pm.  
Both meetings are held at the Justice Center 2nd Floor, EOC - all members are invited to attend

# Crime Prevention Tips

## HOLIDAY SAFETY

**T**his holiday season, don't let the spirit of giving lull you into giving burglars, muggers, and pickpockets a better chance to do their dirty work. Crooks love the holidays as much as everyone else, but chiefly because it's an opportune time for crime.

Homes jam-packed with glittering gifts. Stores, malls and downtown streets teeming with unsuspecting shoppers. People rushing around, stressed out and careless, looking for last-minute gifts, trying to get everything done. It's enough to make a crook giddy with holiday joy.

Here are some tips on how to celebrate safely this holiday season:

### IF YOU'RE TRAVELING

- ◆ Get an automatic timer for your lights.
- ◆ Ask a neighbor to watch your home, shovel snow, and park in the driveway from time to time.
- ◆ Don't forget to have mail and newspaper delivery stopped. If it piles up, it's a sure sign you're gone.

### IF YOU'RE OUT FOR THE EVENING

- ◆ Turn on lights and a radio or TV so it looks like someone's home.
- ◆ Be extra cautious about locking doors and windows when you leave, even if it's just for a few minutes.
- ◆ Don't display gifts where they can be seen from outside.

### IF YOU'RE SHOPPING

- ◆ Stay alert and be aware of what's going on around you.
- ◆ Park in a well-lighted space, and be sure to lock the car, close the windows, and hide shopping bags and gifts in the trunk.
- ◆ Avoid carrying large amounts of cash; pay with a check or credit card whenever possible.
- ◆ Deter pickpockets and purse-snatchers. Don't overburden yourself with packages. Be extra careful with purses and wallets. Carry a purse close to your body, not dangling by the straps. Put a wallet in an inside coat or front pants pocket.
- ◆ Shopping with kids? Teach them to a store clerk or security guard if you get separated.

### TAKE A HOLIDAY INVENTORY

The holidays are a good time to update - or create - your home inventory. Take photos or make videos of items, and list descriptions and serial numbers. If your home is burglarized, having a detailed inventory can help identify stolen items and make insurance claims easier to file. Make sure things like TVs, VCRs, stereo equipment, cameras, camcorders, sports equipment, jewelry, silver, computers, home office equipment and power tools are on the list. Remember to check it twice!

### IF A STRANGER COMES TO THE DOOR, BEWARE

Criminals sometimes pose as couriers delivering gifts. And it's not uncommon for people to try to take advantage of others' generosity during the holidays by going door-to-door for charitable donations when there's no charity involved. Ask for identification, and find out how the funds will be used. If you aren't satisfied, don't give. Help a charitable organization you know and like instead.

Last, but not least, don't let holiday stress get the best of your holiday spirit. Make time to get together with family, friends, and neighbors. And think about reaching out in the spirit of the season and helping someone who's less fortunate or lonely.

Do your part to make the holidays a safe and happy time for everybody - except criminals.

## Holiday MADD Campaign

***MADD members and supporters  
show your colors -  
Red Ribbons are here.***



Lane County MADD is launching the "Tie One On For Safety (TOOFS)" campaign **this coming Thursday, November 19th at Bi-Mart parking lot 18th & Chambers.** Staged for media, thanks to Kevin Woodworth from **Every 15 Minutes**, patrol cars and officers from the Oregon State Police, Sheriff's Department, Eugene & Springfield Police Departments, plus EMTs will be there to tie on Red Ribbons. The Sheriff and our own Cate Duke, along with a Bi-Mart administrator, will be speaking.

Come if you can, because everyone attending will receive a new enlarged magnetic red ribbon for their vehicle.

Details of the Holiday Campaign:

- **Holiday campaign dates:** November 19 through February 7th (Super Bowl Sunday)
- 
- **Where To Get Ribbons:** Bi-Mart Stores in Lane County (excluding Florence)
- 
- **Purpose:** Holidays are the most dangerous for drunk & drugged driving, so we are asking the public to get behind the campaign to raise awareness by tying a Red Ribbon in or on their vehicle. The message is "**Designate a Driver or Drive Sober.**"
- 

**Members & Supporters, we need your help to spread the word. Please pick up your Red Ribbon at Bi-Mart during the Campaign. Take two or three to share, and ask your neighbors and friends to do the same.**

*Thank You!*

The Springfield Citizen Police Academy  
Alumni Association Presents

# Breakfast with Santa



Saturday  
December 12, 2015  
9:00a.m. - 11:30a.m.

Willamalane Adult  
Activity Center  
215 W. "C" St., Springfield

**Tickets:** \$6 - per person. Tickets must be ordered by Wednesday Dec. 9 by visiting our website at [www.springfieldcpaaa.org](http://www.springfieldcpaaa.org), or by calling Barbara at 541-912-8773. Space is limited. Tickets will be available for pick up at the Springfield Police Dept., 230 4th St. on Dec. 8 -10 from 2p.m. - 6p.m.

**Breakfast:** Scrambled eggs, pancakes, bacon, sausage, juice or coffee

**Activities:** Photo opportunities with Santa, McGruff, Police Officers, including K9s - Bring your camera  
Crafts for children  
Safety information & police vehicles



For more info or to order tickets contact Barbara at 541-912-8773  
Or visit our website at [www.springfieldcpaaa.org](http://www.springfieldcpaaa.org)



# 63rd Annual Springfield Christmas Parade

Saturday December 5 ~ 1 pm



# "TWELVE DAYS OF CHRISTMAS"



## 2015 Grand Marshals Veterans Color Guard

honoring Service to the  
greater Springfield community

### Tuba Carol Concert

NOON - FREE Admission

Two Rivers/Dos Rios School

First Come / First Seated

Presented by **Sanipac**



sponsored by **SUB**

[www.springfieldchristmasparade.org](http://www.springfieldchristmasparade.org) ~ information: 541.988.0955

## Neighborhood Watch News



Next NW Board meeting will be held,  
The next Neighborhood Watch board meeting is scheduled for Wednesday, Dec. 16th at 4pm.  
All members are welcome to attend the monthly Board meetings.

### Updating Neighborhood Watch files/Maps

We try to focus on updating our Neighborhood Watch files annually but Coordinators please feel free to send us your changes as you get them. Members - Please advise your coordinator (or the police department at 541-726-3731 or [tsteers@springfield-or.gov](mailto:tsteers@springfield-or.gov)) if you move or if your phone numbers or email addresses change.

Coordinators: We have recently updated the Neighborhood Watch map but we are continuing to add new groups so the new one already needs to be updated. We should have a newly updated map available soon.

## Springfield Citizen Police Academy Alumni News



### Don't Forget to Renew your Springfield Citizen Police Academy Alumni Association (SCPAAA) Membership

The SCPAAA fiscal year is also the calendar year. We are now accepting renewals for 2016 membership. A membership form can be found on page 12 of this newsletter. The dues are only \$10 a year. Dues may be paid up to five years in advance.

Next SCPAAA Board meeting to be held, Thursday, Dec. 10 at 6:30 pm  
at the Springfield Police Department, 230 Fourth St., 2nd Floor. All graduates are welcome to attend the monthly Board meetings.



## Springfield Citizen Police Academy Alumni Association Membership Application Form 230 4th St., Springfield, Oregon 97477

Please provide the following information and enclose your dues payment of \$10  
Complete and mail to: SCPAAA, 230 4th Street, Springfield, Oregon 97477  
Please make check payable to: SCPAAA

- |   |   |
|---|---|
| <input type="checkbox"/> New Membership<br><br><input type="checkbox"/> Renewal | <input type="checkbox"/> Active (I will lend a little of my time to activities and projects that the SCPAAA/Police Department plans during the year)<br><input type="checkbox"/> Supportive (I do not have time to give, but I will support the SCPAAA/Police Department) |
|---|---|

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ APT# \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

TEL# (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

Email Address: \_\_\_\_\_

CPA Class # \_\_\_\_\_ **OR** Graduation date: Spring Year \_\_\_\_\_

Your Occupation/professional background: \_\_\_\_\_

**Check the committee's or areas of interest in which you would be willing to serve:**

- |  |   |
|--|---|
| <input type="checkbox"/> Awards/Social Functions<br><input type="checkbox"/> Community Relations<br><input type="checkbox"/> Membership<br><input type="checkbox"/> Newsletter | <input type="checkbox"/> Fundraising<br><input type="checkbox"/> Telephone<br><input type="checkbox"/> Training/Technology<br><input type="checkbox"/> Other: _____ |
|--|---|

The information on this form will be used exclusively by the SCPAAA and law enforcement agencies and will not be released to any other agency or organization, except as required by law or approved by the SCPAAA Board.

By your signature below, **You acknowledge that you are a graduate of the Springfield , Oregon Citizen Police Academy and that you have no prior felony arrests and no misdemeanor arrests within the past six months.** You also authorize the Springfield Police Department to conduct a criminal history background investigation. You further acknowledge that your membership in the Alumni Association may be terminated if you are subsequently arrested for a felony or a misdemeanor.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

SCPAAA Member or Police Liaison Endorsement: \_\_\_\_\_ Date: \_\_\_\_\_

(Do not write below solid line)

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**Recommended action:**

## CONTACT INFORMATION

### SPRINGFIELD CITIZEN POLICE ACADEMY ALUMNI ASSOCIATION BOARD

Board Officers:		Term ends
President:	Barb Sward	2016
Vice Pres:	Dave Spiro	2016
Secretary:	Marilee Woodrow	2016
Treasurer:	Barbara Nichols	2017

Board Directors at Large:		
Linda Sleutel		2017
Jack Martin		2016
Randy Huntoon		2016
Carol Ford		2016
Bradley Barnhart		2017
Paul Hoerauf		2017



*Left to right:* Jack Martin, Bradley Barnhart, Randy Huntoon, Barbara Nichols, Dave Spiro, Marilee Woodrow and Barb Sward *Not pictured:* Carol Ford, Paul Hoerauf, Linda Sleutel

### Springfield Neighborhood Watch Board of Directors

Executive Board:		Term ends
President:	Bob Belmont	4/18
Vice-Pres:		
Secretary:	Nancy Murphy	4/16
Treasurer:	Charlene Miller	4/16

Board Members:		
Faye Brabham		4/18
Don Hale		4/18
Vickie Hale		4/16
Penny Hales		4/18
Daphene Sampson		4/18
April Johnson		4/17
Mary Lou Waggoner		4/18



*Left to right:* Faye Brabham, Charlene Miller, Penny Hales, Daphene Sampson, Mary Lou Waggoner, Bob Belmont and Nancy Murphy.



## **YOU CAN HELP SPRINGFIELD CITIZEN POLICE ACADEMY ALUMNI ASSOCIATION EARN DONATIONS JUST BY SHOPPING WITH YOUR FRED MEYER REWARDS CARD!**

Fred Meyer is donating \$2.5 million per year to non-profits in Alaska, Idaho, Oregon and Washington, based on where their customers tell them to give. Here's how the program works:

Sign up for the Community Rewards program by linking your Fred Meyer Rewards Card to **Springfield Citizen Police Academy Alumni Association** at [www.fredmeyer.com/communityrewards](http://www.fredmeyer.com/communityrewards). You can search for us by our name or by our non-profit number **88840**).

Then, every time you shop and use your Rewards Card, you are helping **Springfield Citizen Police Academy Alumni Association** earn a donation!

You still earn your Rewards Points, Fuel Points, and Rebates, just as you do today.

If you do not have a Rewards Card, they are available at the Customer Service desk of any Fred Meyer store.

For more information, please visit [www.fredmeyer.com/communityrewards](http://www.fredmeyer.com/communityrewards).

### **Setting up your Fred Meyer's Reward Card to the SCPAAA Rewards Account**

1. We assume you already have a Fred Meyer's Reward Card
2. We also assume you have access to a computer with internet connection.
3. If you have previously created an online account with Fred Meyer, skip to step 7.
4. Open your internet browser, (ie Explorer, Firefox, etc.)
5. In Google (or your search engine), type in "Fred Meyer". Select Fred Meyer to go to their website.
6. You first must create an online account.
  - A. Select "Create an account". At the right hand corner of the screen.
  - B. Fill in all the blanks.
  - C. This will redirect you to your email account, for confirmation.
  - D. Once confirmed, go back to the Fred Meyer homepage.
7. At the Fred Meyer website, select **Rewards** and "drop down" to Community Rewards and click on that.
8. Click on purple "Link your rewards card now".
9. Sign in on this page using your email and password.
10. Type in "**88840**" or look for "**Springfield Citizen Police Academy Alumni Association**" through the search feature.
11. Click on **SAVE** to complete enrollment.
12. Don't forget to Logout at the top of the webpage right hand side under Promotions.