



**MONDAY, AUGUST 12, 2019  
MINUTES OF THE REGULAR MEETING OF THE  
PUBLIC SAFETY COMMISSION  
OF THE CITY OF SOUTH PASADENA**

**CALL TO ORDER**

A Regular Meeting of the Public Safety Commission was called to order by Chair Ding on Monday, August 12, 2019, at 8:31 a.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present:** Commissioners: Amin Alsarraf, Stephanie Cao, Ellen Daigle, Alan Ehrlich, and Robin Hamilton; Chair Jeremy Ding, Vice-Chair Grace Liu Kung.

**Officials**

**Present:** Police Chief/Staff Liaison Joe Ortiz, Police Deputy Chief Brian Solinsky, Fire Chief/Staff Liaison Paul Riddle, and Management Aide/Recording Secretary Kim Kha. Other staff members presented reports or responded to questions as indicated in the minutes.

**Absent:** Mayor/City Council Liaison Marina Khubesrian, M.D.

**PUBLIC COMMENTS**

None.

**ACTION/DISCUSSION**

**1. Minutes of the Public Safety Commission Meeting of June 10, 2019**

MOTION BY COMMISSIONER HAMILTON, SECOND BY COMMISSIONER CAO, CARRIED 4-0, to approve the Minutes of the June 10, 2019 Public Safety Commission Regular Meeting.

Commissioners not present at last meeting abstain.

**2. Discussion of Recruiting for Community Volunteers for the Emergency Operations Center (EOC) - Fire Chief Riddle**

Fire Chief Riddle recapped the Emergency Operations Center (EOC), noted that the community felt that being prepared and able to respond and recover from a disaster was very important, the City Council approved the funding of an Emergency Operations Center (EOC), Fire and Police looked at several locations for the new center, concerned with costs exceeding well over the budgeted amount it was decided to use the funds to upgrade the current EOC with updated equipment and furniture with emphasis on technology and communications, with the project completed the focus is ongoing emergency and disaster training of City staffs and volunteers, currently the City is seeking volunteers who can contribute their time and skills in the recovery efforts, volunteers with expertise in building, finance, legal, etc. are welcome to apply and help the City get back up and running as quickly as possible.

In response to Commissions' inquiries, staff liaisons noted that local volunteers and community groups such as CERT, Ham Radio Club, Neighborhood Watch, and faith-based groups add additional support during emergency/disaster; informed that the City uses many platforms including Blackboard Connect, Nixle, WEA, Facebook, Nextdoor, and other social media outlets; informed that events and programs such as Teen Academy, Citizens Academy, CERT, National Night Out, and the upcoming Police and Fire Open House, which will be scaled back, provides additional public safety information and training; will follow up on Commissioners' suggestions in expanding outreach to recruit volunteers with certain skillset, will check with the City Public Information Officer (PIO) in getting information out to local businesses, community organizations, and City events.

**3. Discussion of Liaison to the South Pasadena Unified School District - Police Chief Ortiz**

Police Chief Ortiz discussed the item which was agendized on the 2019 Work Plan, noting that the discussion of a liaison was not necessary given that Vice-Chair Kung, who is a PTA President, provides school updates.

Deputy Police Chief Solinsky added that the City regularly meets with the South Pasadena Unified School District (SPUSD) monthly, noting that item was agendized last year due to major changes in staffing at the school district.

Commissioner Daigle explained that problems at the schools, traffic congestions, crossing guards, and safety were brought up in past discussions.

**COMMUNICATIONS**

**1. City Counsel Liaison Communications**

None.

## **2. Staff Liaison Communications**

Police Chief Ortiz provided update on recruitment and staffing, discussed the reorganization of the police department, particularly, the discrepancies in job descriptions and classifications referenced during labor negotiations, explained that staff were handling work above their ranks compared to other agencies, worked with City Manager and a consultant to evaluate management, structure, classifications, etc. to improve efficiency and leadership opportunities, City Council approved and reorganization currently in process with the addition of a deputy chief and two lieutenant positions within the new structure, noting more flexibility in hiring and fulfilling staff.

In response to Commissioner Daigle inquiry, Police Deputy Chief Solinsky informed that patrol is always fully staffed, explained departmental operations and coverage.

Fire Chief Riddle provided update on recruitment and staffing, announced the hiring of four Firefighter/Paramedics, a full-time Fire Inspector, and the promotion of two Engineers; advised of an active fire brush season due to recent rain creating overgrowth of vegetation, noting that there are several high hazard areas, announced that the City will have 200-250 goats to help mitigate vegetation on City-owned properties, specifically the corridor off Hanscom Drive and Collis Avenue.

In response to Chair Ding's inquiries, staff liaisons informed that the City Council approved the Ordinance Amending Chapter 2, (Administration), Article IVB, Section 2.43, Public Safety Commission, of the South Pasadena Municipal Code (SPMC) and a resolution adopting a Memorandum of Understanding (MOU) between the City of South Pasadena and the Associations, noted changes/additions to labor contracts.


## **3. Commissioner Communications**

Commission discussed public awareness, community engagement, resources and support, and having community members/volunteers visible throughout the City especially around schools and events; discussed having a Public Safety Commission booth with Commissioners volunteering for the upcoming "South Pasadena Police and Fire Department Open House," requested suggestions on topics and getting volunteers to sign up for programs; requested follow ups on potential volunteers for Neighborhood Watch program and to be agendaized for future discussion; requested update on Ring subsidy program; discussed communications through social media, prints, bulletin boards, and providing welcome packets for new residents; addressed traffic concerns on Fremont Avenue, from Monterey Road to Oak Street, noting hazardous conditions and road congestions around the South Pasadena High School.

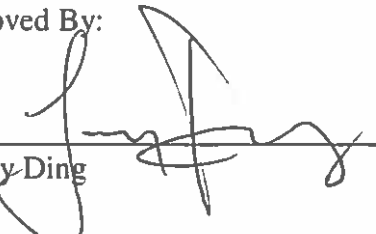
**ADJOURNMENT**

Chair Ding adjourned the meeting at 9:35 a.m.

Respectfully Submitted:

  
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Kim Kha  
Recording Secretary

Approved By:

  
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Jeremy Ding  
Chair