



**MONDAY, JANUARY 14, 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 Daigle on Monday, January 14, 2019, at 8:40 a.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present: Commissioners: Jeremy Ding and Grace Liu Kung; Chair Ellen Daigle, Vice-Chair Greg Hall

Officials

Present: Councilmember/City Council Liaison Diana Mahmud, Interim Police Chief/Staff Liaison 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.

PUBLIC COMMENTS

None.

INFORMATIONAL REPORTS

1. Homeless Survey

Interim Police Chief Solinsky explained that the Los Angeles Homeless Services Authority (LAHSA) conducts a Homeless Count every year throughout the Los Angeles County to better understand the population and scope of homelessness, this will allow more funding and resources to be distributed to needed areas for prevention and support services, informed that Police Sergeant Robledo, a team of police officers, and citizens will head out

one night in January to survey the homeless in the City of South Pasadena, donated toiletries, hygiene kits, supplies, etc. will also be given; noted that under Police Sergeant Robledo's direction the South Pasadena Police Department have been proactive in helping to provide services and resources to the homeless throughout the year; informed of the recent partnership with the Homeless Outreach Pro-Active Engagement (HOPE) program; follow up on donation bins.

Chair Daigle reported on Police Sergeant Robledo and Police Corporal Manukian attendance at the Women in South Pasadena Political Action (WISPPA) meeting on Saturday, January 12th, commended on their efforts and their acknowledgment of donations from WISPPA.

COMMUNICATIONS

1. Commissioner Communications

Chair Daigle thanked Councilmember Mahmud for her presence and support to the Public Safety Commission, also thanked Commissioner Daley, Commissioner Ettinger, and Commissioner Reinoso for their hard work and efforts in making the Public Safety Commission a success and a wonderful team to work with; commented on the changes regarding the presentation of the Annual Report to City Council, noting that Commissions should be able to present their reports so they can be acknowledged and recognized for their accomplishments, stated that Vice-Chair Hall's announcement is a huge loss, his wisdom and analogies would be missed.

Commissioners discussed crossing guards and recent school/pedestrian incident, meeting location and recordings, the City's emergency communication system and Local Hazard Mitigation Plan (LHMP), changes to the new agenda.

Vice-Chair Hall announced his resignation from the Public Safety Commission, no comment.

2. Liaison Communications

Councilmember Mahmud informed that Mayor Khubesrian will be the new Public Safety Commission liaison, noting that this will be her last meeting but will still serve as an alternative; commended the Public Safety Commission for their hard work, quoting "I think this has been a terrific commission, you have hard working commissioners and to me that's the key to the success of any commission is having people that really take seriously the responsibilities that come with being appointed as a commissioner and your members have."

In response to Chair Daigle's inquiry, discussed the details of an upcoming meet and greet session with all the Commissions, including a Brown Act training; provided update on the recent City Council meeting regarding the proposal for all Commission meetings to be held

at the City Council Chambers and recorded, due to many concerns Councilmember Mahmud had motion to table the proposal; explained that the City's Local Hazard Mitigation Plan (LHMP) was sent to CAL OES and FEMA after it was approved by City Council, noting time sensitivity.

Fire Chief Riddle announced that the City of South Pasadena is the first agency to receive approval from FEMA to send Wireless Emergency Alerts (WEAs) directly to residents, a nation-wide emergency system handled by authorized national, state, and local government authorities, alerts of imminent threat, AMBER, and presidential; provided update on the Emergency Operation Center (EOC), noting the completion of the technology and communications upgrade such as new phone lines, cables, internet, and a smart wall with state of the art audio, visual, and real time to ensure that the City can communicate during a disaster with surrounding agencies as well as relaying information to citizens, noted that the final phase will begin with the expansion of the EOC, where a large stand-alone tent will be erected onto the courtyard, noted that the EOC project remains under budget and ahead of schedule; noted that City staff will continue with ongoing emergency and disaster training including an upcoming extensive training with representatives from outside emergency agencies; announced an open recruitment for lateral Firefighter/Paramedic and promotional Engineer exam.

Interim Police Chief Solinsky discussed the implementation of a crossing guard policy which will identify and warrant the need for crossing guards, currently working with traffic engineers to provide a comprehensive report; discussed the Purple Communication, which provides Video Remote Interpreting (VRI) with the deaf and the hearing impaired, noting communication can be easily established over the computer, saving the department time and resource; informed the 2018 Annual Report of yearlong activities, crime analysis and statistics, department organization, and outreach programs and resources will be provided when complete; discussed the current police Computer Aided Dispatch (CAD) and Records Management Systems (RMS), a software which coordinates dispatch calls, communications, and provide records management, explained that the FBI Uniform Crime Reporting (UCR) will be transitioning from summary crime reporting to national incident-based crime reporting (NIBRS), noting that the current system needs to be updated or replaced to be in compliant with the FBI reporting by 2020; provided update on two police officers currently training, informed that the open recruitment for Police Captain has been extended; informed that police officers will be training in active shooting tomorrow.

3. Minutes of the Public Safety Commission Meeting of December 10, 2018

MOTION BY COMMISSIONER KUNG, SECOND BY COMMISSIONER DING, CARRIED 4-0, to approve the Minutes of the December 10, 2018 Public Safety Commission Regular Meeting.

ACTION/DISCUSSION

1. Tow Franchise Fees

Interim Police Chief Solinsky explained that the tow franchise fee will help recoup some of the expenses and save staff/officers time in processing and waiting for vehicle tow, advised that the City of South Pasadena is currently the only city within the Los Angeles County that does not have the tow franchise fee, noted that cities cannot profit so a yearly flat rate fee was established to recoup the cost and provide transparency, advised that once approved, bids from tow truck companies meeting the city's requirements and standards will be reviewed.

Vice-Chair Hall explained that the Los Angeles Police Department have contracts with several tow truck companies because of Los Angeles being a large city with many police division, noting that valuable resources and time are saved when vehicles are immediately removed, for public safety a vehicle is removed for a number of reasons such as a collision, damaged, disabled, abandoned, DUI arrest, etc.

MOTION BY COMMISSIONER DING, SECOND BY COMMISSIONER KUNG, CARRIED 4-0, to approve with recommendations, the Tow Franchise Fees and forward to City Council.

2. Adoption of 2019 Work Plan

MOTION BY COMMISSIONER KUNG, SECOND BY COMMISSIONER DING, CARRIED 4-0, to approve the Adoption of 2019 Work Plan.

3. Office of Traffic Safety (OTS) Grant – Letter of Support

Interim Police Chief Solinsky advised that the Police Department is seeking funding from the Office of Traffic Safety to be used for traffic safety programs such as enforcement, training and education, safety equipment, and support services related to traffic safety.

Vice-Chair Hall advised that the letter should state that the Public Safety Commission is comprised of community members with a purpose.

MOTION BY COMMISSIONER DING, SECOND BY COMMISSIONER KUNG, CARRIED 4-0, to approve the Letter of Support to the Office of Traffic Safety (OTS) Grant with the noted changes.

4. Discussion of Public Safety Charge

Commission will discuss further with new Commissioners on what will be added to the agenda.

5. Discussion of voting new Chair/Vice Chair

Chair Daigle advised the election of new Chair and Vice-Chair be delayed until next month's meeting when everyone is introduced.

ADJOURNMENT

Chair Daigle adjourned the meeting at 10:10 a.m.

Respectfully Submitted:



Kim Kha
Recording Secretary

Approved By:



Ellen Daigle
Chair



**CITY OF SOUTH PASADENA
PUBLIC SAFETY COMMISSION**

Commissioners

Grace Liu Kung, Robin Hamilton, Stephanie Cao,
Luis Reinoso, and Jeremy Ding

Vice-Chair Greg Hall, and Chair Ellen Daigle

City Council Liaison

Councilmember Diana Mahmud

Staff Liaisons

Paul Riddle, Fire Chief; and Brian Solinsky, Interim Police Chief

2019 Public Safety Commission Work Plan

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|---|------------------|
| 1. Homeless Count | January |
| 2. Crossing Guard Policy | February |
| 3. PSC Charge | February |
| 4. Brown Act Training | March |
| 5. Emergency Operations Training (ICS 100, 700, 800) | April |
| 6. Red Flag Parking Restrictions | May |
| 7. Recruiting for Community Volunteers for EOC | June |
| 8. Liaison to So Pas School District | August |
| 9. Homeless Housing/Bed Space Policy | September |
| 10. Earthquake Preparedness | October |
| 11. Neighborhood Watch | November |