



**CITY OF SOUTH PASADENA
PUBLIC SAFETY COMMISSION REGULAR MEETING AGENDA**

**CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030
VIA HYBRID / IN-PERSON**

Monday, August 8, 2022 at 8:30 a.m.

South Pasadena Public Safety Commission Statement of Civility

As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena Public Safety Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena. Pursuant to AB 361 Government Code section 54953, subdivision (e)(3), the Advisory Body may conduct its meetings remotely and may be held via video conference.

The Public Safety Commission Meeting for **August 8, 2022** will be conducted hybrid via zoom teleconference and in-person.

Please be advised that pursuant to government code, and to ensure the health and safety of the public, staff, and Commissioners, the Council Chambers will be open to the public for the meeting and members of the public may attend and/or participate by the following means:

The Meeting will be available:

- Via Zoom – **Meeting ID: 841 9322 6718**
- Zoom Link – <https://us06web.zoom.us/j/84193226718>

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the methods below:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom Meeting link: <https://us06web.zoom.us/j/84193226718>
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID

For additional Zoom assistance with telephone audio, you may find your local number at:
<https://zoom.us/u/aiXV0TAW2>

CALL TO ORDER

ROLL CALL

Commissioners Walter Cervantes, Bethesda Gee, Jeremy Ding, Lisa Watson, Amin Alsarraf, Chair Ed Donnelly

COUNCIL LIAISON:

Councilmember Jon Primuth

PUBLIC COMMENT AND SUGGESTIONS

The City Council welcomes public input. If you would like to comment on an agenda item, members of the public may participate **by means of one of the following options:**

Option 1:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 2:

Email public comment(s) to pscpubliccomment@southpasadenaca.gov.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Agenda item you are submitting public comment on.
- 2) Submit by no later than 6:00pm August 7, 2022.

NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

1. Public Comment

ACTION/DISCUSSION

2. Minutes of the Public Safety Commission Meeting of June 13, 2022

Consideration of the minutes of the Public Safety Commission regular meeting of June 13, 2022.

3. Discussion on the City’s Updated Emergency Operations Plan

Recommendation to provide direction on the City’s updated version of the Emergency Operations Plan.

INFORMATION REPORTS

No items

COMMUNICATIONS

4. City Council Liaison Communications

5. Staff Liaison Communications

8. Commissioner Communications

ADJOURNMENT

PUBLIC ACCESS TO AGENDA DOCUMENTS

The complete agenda packet may be viewed on the City's website, www.southpasadenaca.gov.

Meeting recordings will be available for public viewing after the meeting. Recordings will be uploaded to the City's YouTube Channel no later than the next business day after the meeting. The City's YouTube Channel may be accessed at: https://www.youtube.com/channel/UCnR169ohzi1AlewD_6sfwDA/featured

ACCOMMODATIONS

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division via e-mail at CityClerk@southpasadenaca.gov or by calling (626) 403- 7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA, and the City's website at www.southpasadenaca.gov on August 4, 2022 as required by law.

August 4, 2022

Date



Brian Solinsky, Chief of Police



CITY OF SOUTH PASADENA
VIA HYBRID / IN-PERSON
CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030

PUBLIC SAFETY COMMISSION REGULAR MEETING MINUTES
Monday, June 13, 2022 at 8:30 a.m.

CALL TO ORDER

Date/Time: June 13, 2022 / 8:37 a.m.

ROLL CALL

Commissioners Present: Commissioners Gee, Watson, Alsarraf, Chair Donnelly

Commissioners Absent: Commissioners Cervantes, Ding

Officials Present: Police Chief Brian Solinsky, Fire Chief Paul Riddle, Management Analyst Alison Wehrle, Police Department Clerk/Recording Secretary Laura Mendez, and Police Department Clerk Nelly Ochoa

Officials Absent: Mayor Pro Tem Primuth

PUBLIC COMMENTS AND SUGGESTIONS

1. **Public Comment:** None

ACTION/DISCUSSION

2. **Minutes of the Public Safety Commission Meeting of May 9, 2022**

Motion: MOTION BY COMMISSIONER WATSON, AND SECOND BY COMMISSIONER GEE, CARRIED 4-0, to approve the Minutes of the May 9, 2022 Public Safety Commission Regular Meeting as presented.

Ayes: Commissioners Gee, Watson, Alsarraf, Chair Donnelly

Noes: None

Abstain: None

Commissioners Cervantes and Ding joined the meeting at 8:39am.

3. **Election of a New Vice Chair**

The Commission discussed the election of a new Vice Chair, and selected Commissioner Watson to the position of Commission Vice Chair.

Motion: MOTION BY COMMISSIONER ALSARRAF, AND SECOND BY COMMISSIONER DING, CARRIED 6-0, to nominate Commissioner Lisa Watson to the position of Commission Vice Chair.

Ayes: Commissioners Cervantes, Gee, Ding, Watson, Alsarraaf, Chair Donnelly

Noes: None

Abstain: None

4. Creation of a Working Group for the Police Department Public Safety Assessment

Police Chief Brian Solinsky gave a brief presentation on the creation of a Working Group to participate in the Police Department's upcoming Public Safety Assessment. The Working Group will review Department efficiencies, staffing levels, and meet with stakeholders.

Motion: MOTION BY COMMISSIONER ALSARRAF, AND SECOND BY COMMISSIONER DING, CARRIED 5-0, for Commissioners Gee, Ding, and Chair Donnelly to join the Police Department Public Safety Assessment Working Group.

Ayes: Commissioners Cervantes, Gee, Ding, Vice Chair Watson, Chair Donnelly

Noes: None

Abstain: Commissioner Alsarraaf

Commissioner Alsarraaf left the meeting at 8:45am.

INFORMATION REPORTS

5. Request for Addition of a Second Crossing Guard at the Intersection of Huntington Drive and Marengo Avenue During the 2022-2023 School Year

Management Analyst Alison Wehrle provided a presentation regarding a recent request for the addition of a second crossing guard at the intersection of Huntington Drive and Marengo Avenue. Background information was presented on the City's contract with vendor All City Management, along with a variety of traffic engineer options for the City to pursue. Commissioner Ding requested that an update on school safety be agendized for the next meeting.

Speakers: Ella Hushagen

Motion: MOTION BY COMMISSIONER DING, AND SECOND BY COMMISSIONER GEE, CARRIED 5-0, to recommend to the City Council that the City increase the crossing guard budget for the addition of an eleventh crossing guard and conduct a traffic engineering study.

Ayes: Commissioners Cervantes, Gee, Ding, Vice Chair Watson, Chair Donnelly

Noes: None
Abstain: None

Commissioner Gee left the dais at 9:00am, and returned to the meeting via Zoom at 9:02am.

6. Commissioner Congress Information – June 22, 2022

Management Analyst Alison Wehrle reminded the Commission of the upcoming Commissioner Congress on Wednesday, June 22, 2022 at 6:00pm.

COMMUNICATIONS

7. City Council Liaison Communications

No items.

8. Staff Liaison Communications

Fire Chief Paul Riddle gave an update on Fire Department staffing and Measure B grant funds for emergency response agencies. Chief Riddle also mentioned monitoring of the upcoming fire season for the region. Police Chief Solinsky notified the Commission on the approaching launch of the mobile crisis unit. Vice Chair Watson requested an update on the City's efforts to provide resources to the unhoused.

9. Commissioner Communications

The Commissioners welcomed Commissioner Gee to the Commission.

ADJOURNMENT

Date/Time: June 13, 2022 / 9:42 a.m.

Respectfully Submitted:

Approved By:

Nelly Ochoa /
Recording Secretary

Ed Donnelly /
Chair



Public Safety Commission Agenda Report

ITEM NO. 3

DATE: August 8, 2022

TO: Public Safety Commission

FROM: Paul Riddle, Fire Chief
Eric Zanteson, Fire Division Chief

SUBJECT: Discussion on the City's Updated Emergency Operations Plan

Recommendation

It is recommended that the Commission, after hearing presentation, provide direction to move forward with bringing the City's updated Emergency Operation Plan (EOP) before the City Council for final approval.

Background

One goal of the Federal Emergency Management Agency (FEMA) is to develop, in partnership with State and local governments, a national emergency management system that is comprehensive, risk based, and all-hazard in approach. Crucial to this system are EOPs, which describe who will do what, as well as when, with what resources, and by what authority. An EOP can be utilized before, during, and immediately after an emergency.

Through an Emergency Management Performance Grant (EMPG) proffered to Los Angeles County Disaster Management Area Coordinators, a template for an EOP was developed in 2020 for use by local jurisdictions in Los Angeles County. The template was utilized to update the City of South Pasadena Emergency Operations Plan to more closely address the types of emergencies facing the City and to match our staffing and organization chart. Several Annexes have been updated and are attached to this EOP. Additional Annexes will be developed to add to this document as time permits.

Analysis

The purpose of the City Emergency Operations Plan is to provide the planning basis for a coordinated response to extraordinary emergency situations associated with natural, and human-caused emergencies or disasters within, or affecting the City. This plan is the principal guide for the City's response to, management of, and recovery from real or potential emergencies and disasters occurring within its designated geographic boundaries. This updated plan will replace the previous version which had been adopted in 2016. The updated version contains language and processes that have evolved in the seven years since last adoption. The updates include Annexes that

address specific types of emergencies that have also evolved since the last EOP adoption. The plan is being presented to the City Council for approval as required by the City Municipal Code. Per Chapter 11 of the City Municipal Code, titled Emergency Organization, the Mayor and City Manager are assigned the role of Civil Defense and Disaster Council. Section 11.4 states “It shall be the duty of the South Pasadena disaster council and it is empowered, to develop and recommend for adoption by the city council, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements.”

Fiscal Impact

Approval of this plan will make the City eligible to receive state and federal disaster reimbursement and recovery funds that are made available under local, state, and federal disaster declarations.

Community Outreach

This document and its annexes were reviewed by the Public Safety Committee, City Staff, AREA C Disaster Management Area Coordinator and Los Angeles County Office of Emergency Management. The EOP and the Heat Emergency Annex will also be presented to the NREC for review.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines because the EOP document is not capable of causing a direct or reasonably foreseeable indirect physical change in the environment.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Emergency Operations Plan with Annexes

ATTACHMENT

Emergency Operations Plan with Annexes

Due to file size, the Emergency Operations Plan with Annexes can be found [here](#). The full URL for the document is:

<https://www.dropbox.com/sh/kwhxyfsyexaeg32/AADSLbPJFjkXPuSOp8qa8INXa?dl=0> and a physical copy is available for review at the City Clerk's Office during regular City business hours.

Additional Documents

Dear Commissioners,

I write to comment on Item 3, "Discussion on the City's Updated Emergency Operations Plan". I am a Commissioner on the Natural Resources and Environmental Commission and am writing on my own behalf.

I welcome the city's effort to update to the Emergency Operations Plan. In particular, I applaud the inclusion of planning to respond to an emerging threat to our community: Heat Emergencies. Heat Emergencies are a consequence of a climate change, which has already heated the Earth mean surface temperature by 1.5 degrees F over historical trends (see <http://climate.nasa.gov>). Temperatures will continue to increase and heat emergencies will become an increasingly common occurrence. As I write this, on August 7th, 31% of the US population is under warning of extreme heat (see <http://heat.gov>).

The Public Safety Commission and city's emergency services plan for and respond to a wide range of emergencies. Heat, while not as visible as other natural disasters, has recently been recognized as one of the most deadly. This new EOP will help prepare our city for a more dangerous future.

However, this draft plan can do more to protect our community. Here, I describe three changes that would improve this plan:

1. The "Extreme Heat/Power Interruption Annex" includes no provision for responding to heat emergencies with easy access to city's water resources. Studies show that the safest communities open access to cooling centers or pools within a 15 minute walk of all residents. Children are particularly vulnerable to heat and are far more likely to play in at the pool than to sit at a cooling center. I ask that the plan include some provision for advertising and making free access to pools in the city. This should at least include the South Pasadena High School pool. The city could also arrange for open access to the YMCA pool, which would serve the eastern side of South Pasadena well.
2. The city has developed a "Neighborhood Watch" program that uses local groups to watch for suspicious activity or crime. Nationally, these groups are increasingly being recognized as resources for responding to Heat Emergencies. Unlike CERT groups, they are not trained for general emergency response. However, they are particularly valuable for Heat Emergencies, because these groups are more aware of at-risk residents, such as seniors or those who rely on power for their own medical care. I would encourage the inclusion of Neighborhood Watch groups as a resource for responding to Heat Emergencies.
3. The Annex refers to levels III, I1, and I. I believe the second level should be II. Furthermore, level I1 refers to "Predicted 105-degree weather in San Marino for 2or more days in a row". That presumably should refer to 'South Pasadena' instead of "San Marino".

I appreciate your attention to my comments and your efforts to update the EOP for Heat Emergencies.

Sincerely,
Casey Law, PhD
NREC, Chair

Hi Ken,

This is a follow-up question to a public comment I made last month regarding the proposed leasing of electric vehicles for SPPD. In recent weeks, the council has also allocated SPLRF funds for fire and public works vehicles.

Ignoring the possible 1x funding sources for the moment, the reality is the city needs to replace PD vehicles annually, and fire/ambulance/public works vehicles on a slightly less frequent schedule. PD has about 35 vehicles in total, a typical patrol vehicle puts on 100 mi/shift/ 1,000 mi/week/ 50,000 miles annually, so replacing patrol vehicles every 3 - 4 years is to be expected. The life expectancy of RAs and fire engines is +/- 15 years.

The rough cost of each electric PD vehicle is \$60,000, or \$1.8m if all 30 are replaced at the same time. Where I'm heading, and my concern with PD's proposal is that despite possible 'demonstration funding' available for converting the entire fleet, the risk is that rather than replacing a few cars every year, the city could find itself in the position of having to replace 30 vehicles every 3 - 4 years, or in other words, facing a lump sum \$1.8mm expense every 3 - 4 years rather than a smaller equal amount spread annually over a 3 - 4 year replacement cycle.

I still support the proposed conversion of SPPD's fleet to all-electric, and still am against any leasing proposal as presented as that will have a higher cost than purchase. I am raising a more financially and operationally strategic question related to the timing of replacing vehicles.

I am also including members of the finance commission in this email as I think this is an area where their insight may be equally valuable to the conversation.

thank you, Alan