



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

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

**Monday, January 8, 2024 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.

The Public Safety Commission Meeting for **January 8, 2024** will be broadcasted via zoom teleconference and will take place in-person.

To maximize public safety, members of the public may attend and/or participate by the following means:

The Meeting will be available:

- In-person: 1424 Mission Street, South Pasadena, CA 91030
- 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 Tricia Desmarais, Armando Munoz, Walter Cervantes, Bethesda Gee, Amin Alsarraf, Vice Chair Lisa Watson, Chair Ed Donnelly

**COUNCIL LIAISON:**

Councilmember Michael Cacciotti

## **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](mailto:pscpubliccomment@southpasadenaca.gov).

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. 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 January 7, 2024.

*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 Regular Meeting of December 11, 2023**  
Consideration of the minutes of the Public Safety Commission Regular Meeting of December 11, 2023.
3. **Election of New Chair and Vice Chair**  
Commission discussion and selection of new Chair and Vice Chair.
4. **Public Safety Commission 2024 Workplan**  
Discussion of the Public Safety Commission 2024 Draft Workplan.

## **INFORMATION REPORTS**

No items.

## **COMMUNICATIONS**

5. **City Council Liaison Communications**
6. **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](http://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](https://www.youtube.com/channel/UCnR169ohzi1AlewD_6sfwDA/featured)

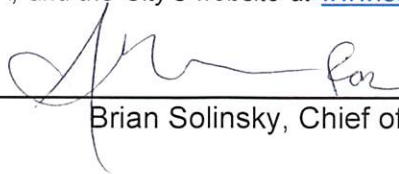
**ACCOMMODATIONS**

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](mailto: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](http://www.southpasadenaca.gov) on **January 3, 2024** as required by law.*

January 3, 2024

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, December 11, 2023 at 8:30 a.m.

**CALL TO ORDER**

Date/Time: December 11, 2023 / 8:37 a.m.

**ROLL CALL**

Commissioners Present: Commissioners Munoz, Cervantes, Gee, Vice Chair Watson

Commissioners Absent: Commissioners Desmarais, Alsarraf, Chair Donnelly

Officials Present: Councilmember Michael Cacciotti, Police Chief Brian Solinsky, Fire Chief Paul Riddle, Management Analyst Alison Wehrle, Police Clerk Tanya Brittin

Officials Absent: None

**PUBLIC COMMENTS AND SUGGESTIONS**

1. **Public Comment:** None

**ACTION/DISCUSSION**

2. **Minutes of the Public Safety Commission Regular Meeting of September 11, 2023**

Motion: MOTION BY COMMISSIONER CERVANTES AND SECOND BY COMMISSIONER GEE, CARRIED 4-0, to approve the Minutes of the September 11, 2023 Public Safety Commission Regular Meeting as presented.

Ayes: Commissioners Munoz, Cervantes, Gee, Vice Chair Watson

Noes: None

Abstain: None

**INFORMATION REPORTS**

3. **Review of Fire Department 2022 Annual Report**

Fire Chief Paul Riddle presented the Fire Department annual report for 2022, covering Department actions and activities, training, arson investigations, call volume, and Fire Department accomplishments to the Commission. The Commission asked questions and reviewed the report.

**4. Informational Update on Police Department Tesla Fleet Project**

Detective Sergeant Tony Abdalla provided an informational update report on the Police Department's Tesla fleet project. Sergeant Abdalla discussed the timeline for project infrastructure along with the upfitting status of the vehicles.

*Commissioner Gee left the dais and joined via Zoom at 9:26 a.m.*

**COMMUNICATIONS**

**5. City Council Liaison Communications**

Councilmember Cacciotti gave an update on the SGVCARE program and statistics for responses completed.

**6. Staff Liaison Communications**

Chief of Police Brian Solinsky updated the Commission on Police Department staffing and an upcoming interactive community dashboard featuring RIPA stats that will be shared on the City website.

**7. Commissioner Communications**

None.

**ADJOURNMENT**

Date/Time: December 11, 2023 / 10:14 a.m.

Respectfully Submitted:

Approved By:

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Alison Wehrle  
Recording Secretary

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Ed Donnelly  
Chair



# Public Safety Commission Agenda Report

ITEM NO. 4

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**DATE:** January 8, 2024

**TO:** Public Safety Commission

**FROM:** Brian Solinsky, Chief of Police  
Paul Riddle, Fire Chief

**SUBJECT:** **Public Safety Commission 2024 Work Plan Draft**

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Discussion of the Public Safety Commission 2024 Draft Work Plan.

Attachments:

- A. Public Safety Commission 2024 Draft Work Plan Timeline

**ATTACHMENT A**  
Public Safety Commission 2023  
Work Plan Draft Timeline

# Public Safety Commission

## 2024 Work Plan



Objective	Tasks and Activities	Lead Person(s)	Timeline	Desired Outcome
Discuss 2024 Work Plan		Chief Solinsky Chief Riddle	January	
Raftelis Consultant Police Department Assessment	Joint Meeting with the City Council to discuss Police Department Assessment	Chief Solinsky	February	Review and discuss Police Department and Assessment with the City Council
Homeless Outreach and Housing Update	Update presentation on the homeless and 2023 homeless count	Chief Solinsky Lieutenant Robledo	March	Update on the Mobile Crisis Unit and additional program resources
CERT/Map Your Neighborhood	Provide Overview of Program	Chief Riddle	April	Public Outreach and Education
Paramedic Subscription Program	Provide Overview of Program	Chief Riddle	May	Public Outreach and Education
Police and Fire Annual Reports	Present Police and Fire Annual Reports	Chief Solinsky Chief Riddle	June	Receive and File Reports
<b>No Meeting</b>	<b>No Meeting</b>	<b>No Meeting</b>	<b>July</b>	<b>No Meeting</b>
Fire Prevention and Safety	Provide update on Programs	Chief Riddle	August	Public Outreach and Education
School Safety	City Open House	Chief Solinsky Chief Riddle	September	Provide School Safety Training and review School EOP
Earthquake and Disaster Preparedness	Organize Citywide Drill/ Training Exercise	Chief Riddle	October	Participate in Great Shake Out
<b>No Meeting</b>	<b>No Meeting</b>	<b>No Meeting</b>	<b>November</b>	<b>No Meeting</b>
PSC Annual Report and 2025 Work Plan	Discussion on public safety needs consistent with the City General Plan	Chief Solinsky Chief Riddle	December	Provide community public safety goals and objectives