

**MINUTES OF THE PUBLIC SAFETY COMMISSION  
OF THE CITY OF SOUTH PASADENA  
October 20, 2014 at 6:30 pm  
Fire Department EOC Room, 817 Mound Avenue, South Pasadena**

Call to Order and Roll Call. Chair Janet Braun called the meeting to order at 6:30 pm. Present were Commissioners Urquhart, Daigle, Daley, Lieberman, Chang and Wing. Also present were Councilman Michael Cacciotti, Council Liaison to the Public Safety Commission (the "Commission"), Police Chief Art Miller, Deputy Fire Chief Paul Riddle and for public comment, Larry Abelson from the South Pasadena Public Works Commission.

Approval of Minutes. Approval of the minutes of the Commission's September 15, 2104 meeting was deferred to the next meeting, pending distribution to the Commissioners.

Public Comment. Larry Abelson, a member of the Public Works Commission, spoke to the Commission regarding a traffic situation on Monterey Road at Via del Rey during the morning school hours currently being studied by the Public Works Commission. Mr. Abelson requested the temporary assistance of the Police Department to help with this traffic issue, and Chief Miller agreed to provide resources on a trial basis to see if this would help the situation, provided that officers were available during that time. Chief Miller also reported that the City provides 10 crossing guards during the hours that kids are coming to and leaving local schools.

Council Liaison Comments. Councilman Cacciotti brought several issues to the attention of the Commission, including a report by the South Coast Air Quality Management District regarding the decrease in toxic emissions in California, but the increase in disease risk from exposure, his discussions with the Army Corps of Engineers regarding projects in the Arroyo with respect to the LA river, the open house held on October 18, 2014 regarding the City's proposed new community center, which has the potential to serve as a new EOC for the City, the extension of the Metro Gold Line to Azusa scheduled for completion in September 2015 which will increase ridership and may have some impact on South Pasadena, and inviting the winning candidate for LA County Sherriff to South Pasadena after the election.

Public Safety Open House Discussion. The Commissioners thanked Chief Miller and Detective Richard Lee for a great Public Safety Open House on September 20, 2014. The Open House was well attended, and the Commission had received great, positive feedback. At the Open House, the Commission distributed refrigerator magnets with emergency and important phone numbers and other safety information and procured many volunteers for the Neighborhood Watch program. In addition, the CERT Committee distributed emergency preparedness information and received many sign-ups for CERT training. The Commission also made many contacts with other government agencies and private groups to help with its emergency preparedness efforts.

CERT Training and Update. Chair Braun, Commissioner Lieberman and Deputy Chief Riddle reported on the overwhelming success thus far of the City's Community Emergency Response Team ("CERT") training and efforts. The first CERT classes were held on October 11 and 18 with the final class and 'graduation' to be held on October 25. Class size was targeted at 40 people, and 33 participants showed-up for the first class, all of whom returned for the second class. Captain Kris Saxon, Firefighters Matt Robertson and Adam Levins have done a great job organizing the materials and presenting the information. The CERT committee, with volunteers Sue Kaplan and Bob Vanderwall continue to do a fantastic job organizing the program and connecting with the community. There are 100 people on the list awaiting the next CERT training. Deputy Chief Riddle explained that we will start to coordinate training with San Marino and San Gabriel to make those classes available to South Pas residents as well. South Pasadena will hold its next CERT training in February 2015. We will target hosting 2 CERT basic training sessions and 1 CERT refresher course each year. An actual CERT team will be launched by August 2015 after putting all procedures and documentation in place.

Public Safety Commission Quarterly Presentations. Chair Braun asked the Commissioners for their input on hosting 4 emergency preparedness sessions each year to be available for CERT trainees, Neighborhood Watch block captains and any others interested in the specific topics. The objective of these presentations would be to bring timely preparedness topics to residents and to keep CERT team members and Block Captains engaged. Initially proposed for 2015 are Individual Preparedness, including Electric and Gas safety, Map Your Neighborhood training, a HAM Radio and Communications presentation and a Red Cross First Aid or CPR training. The Commission supported this program, and Chair Braun agreed to try to organize these for 2015 with help from the CERT Committee and input from the Commission.

Emergency Operations Center ("EOC") Update and City Disaster Plan. Deputy Chief Riddle discussed the City's existing disaster plan, which covers a 5-year period from 2011-2016. The City needs to start working on a new plan soon. Deputy Chief Riddle reported that the virtual EOC software was being purchased by 10 local cities, all of which would split the cost, although grant money will be requested. The virtual EOC would allow emergency personnel to help coordinate efforts remotely if they are not in South Pasadena when a need arises. The virtual EOC would also allow the cities to coordinate efforts and allocate resources appropriately. The Commissioners discussed plans for an updated EOC, and the need for the City to select a location.

School Safety Report. Chief Miller reported that the School Safety Resource Officer continues to make many visits to the South Pasadena schools, primarily at the High School and the Middle School. He also reported that the Police Department continues to monitor the situation regarding the suspects arrested in August in connection with an alleged plot at the High School. He also reported that the School District has indicated it would not fund any additional school crossing guards.

Neighborhood Watch Ad Hoc Committee Update. Commissioner Lieberman reported that he had met with the South Pasadena Chinese Club, the members of which were very supportive of helping to increase Neighborhood Watch participation. Commissioner Daigle will be meeting with the South Pasadena Rotary to garner their support as well. A new Ad Hoc Committee will soon be formed to try to increase overall participation in Neighborhood Watch. Councilman Cacciotti suggested that the Commission consider attending meetings held by the Public Works department with various neighborhoods on whose streets major projects are planned. These meetings would be excellent opportunities to promote CERT, Neighborhood Watch and other public safety programs. Commissioner Braun agreed to talk to the City Manager about this possibility.

Public Safety Annual Report FY 2013-14. Chair Braun distributed to the Commissioners a draft of a proposed Annual Report to the City Council for FY 2013-14 of the Commission's activities. The Commissioners discussed the draft and made comments. The Annual Report will be presented at the City Council meeting on November 19.

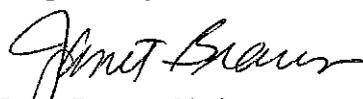
Public Safety Commission Budget. Vice-Chair Urquhart explained that the Commission had a budget of \$5,000 annually, but that there was not a specific line-item for that amount. The CERT Committee has a specific \$5,000 allocation which was granted by Councilman Bob Joe.

Staff Liaison Reports. Deputy Chief Riddle reported on the Fire Department's current efforts in the wake of the nationwide Ebola situation. They received 200 exposure kits and are awaiting protocols from the CDC and updates from LA County. Chief Miller reported on the morning's Police Department inspection which went exceptionally well.

Commissioners' Comments. The Commissioners expressed their gratitude to Chief Miller for an excellent and impressive Police Department inspection attended by many of the Commissioners earlier that morning. They also expressed their gratitude to Deputy Chief Riddle for the incredible CERT training and efforts underway. Commissioner Urquhart distributed a flyer for the local screening of "Tough Guise 2" to be held on November 6 at South Pasadena High School. Commissioner Daigle suggested that the Commission purchase Neighborhood Watch supplies to have on hand and that the Commission ask Dr. Greco, who has volunteered as the MD for the Police Department, to attend a meeting in the future.

Adjournment. The meeting was adjourned at 8:00 pm, motioned by Vice-Chair Urquhart and seconded by Commissioner Daley.

Respectfully submitted,



Janet Braun, Chair  
Public Safety Commission