

**MINUTES OF THE PUBLIC SAFETY COMMISSION  
OF THE CITY OF SOUTH PASADENA  
February 23, 2015 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. Commissioners Braun, Urquhart, Chang, Daley, Daigle and Wing were present. Also present were Police Chief Art Miller, Fire Captain Kris Saxon, Council Liaison Richard Schneider and Councilman Michael Cacciotti. Sheila Rossi also attended the meeting to provide public comment.

Approval of Minutes. Upon motion by Commissioner Urquhart and seconded by Commissioner Chang, the minutes of the Public Safety Commission (the "Commission") meetings held on November 17, 2014 and January 7, 2015 were approved.

Council Liaison. Chair Braun introduced and welcomed Councilman Richard Schneider, the Commission's Council Liaison for the coming year. The Chair thanked Councilman Michael Cacciotti for his tremendous assistance and support as the Commission's Council Liaison for the past year.

Public Comment. Sheila Rossi, a resident of South Pasadena, attended the meeting and expressed concern about the crossing guard situation at Arroyo Vista School. The guard's duties appear to be different for children and for adults, which Ms. Rossi felt created confusion, exacerbated by the complex intersections at the school. Chief Miller indicated that he will have the police monitor the situation for a few days and that he has been working on a new drop off procedure at Arroyo Vista. Chief Miller is also currently reviewing the crossing guard policies and training. Commissioner Braun thanked Ms. Rossi for attending the meeting and providing input.

Crime Statistics 2014. Chief Miller reported an overall 18% decrease in crime in the City in 2014, with crime down in almost every area. He believes this has been a result of predictive policing routes and very focused attention by the officers. In addition, Chief Miller reported that the police keep contact with parolees who live in the city. Recently, 9 parolees living in the city have moved, and one recent parolee has moved in. The police department is in contact with him/her. Chief Miller discussed recent burglaries and commented that many of the perpetrators had been apprehended. Calls from neighbors and help from mutual aid had greatly assisted the South Pasadena police toward that end. Chief Miller is finalizing his report for 2014 which will be available at the Commission's next meeting. He also provided a report on the South Pasadena convalescent facility, and praised ombudsman Rachel Tait for her extremely helpful efforts.

Neighborhood Watch Program Report. Chief Miller distributed to the Commissioners several updated Neighborhood Watch (“NW”) program materials, including a proposed calendar and marketing plan. Sue Kaplan, who has been instrumental with the CERT program, is now helping with NW marketing and related items. We are developing a strategy to increase the visibility of NW and recruit more block captains and awareness. The Commissioners agreed to continue their efforts to recruit new block captains for the NW program. Chief Miller would be adding an item to the department budget to purchase new NW signs so that neighborhoods do not have to pay for the signs as has been previous policy.

Proposal to Waive Fee for an annual Block Party for Active Neighborhood Watch Groups. Chair Braun directed the Commissioners’ attention to a memo that had been distributed explaining a recommendation to be submitted to Council to waive the fees charged by the City for block parties once each year for any active Neighborhood Watch group. Currently, the fee for an “initial” block party is \$375 and subsequent block parties are \$165. As part of the strategy to attract more block captains, we have asked and will be asking new block captains to hold a block party to kick-off the NW effort. The NW study group believes that the fee for the block party could be an impediment for new NW groups. Thus, they would like the Commission to consider recommending to Council the waiver of block party fees once each year for any active Neighborhood Watch group. Chair Braun reported that she met with the Public Works department and determined that in 2014, there were 0 requests for “initial” block parties and 15 requests for “subsequent” block parties (submitted by 10 different neighborhoods), with total fees to the city in 2014 for these block parties of \$2475, and thus the recommendation would not have a significant fiscal impact to the city. After discussion, Commissioner Daley moved that the Commission submit a proposal to the City recommending the waiver of the block party fees once each year for any active Neighborhood Watch group. The motion was seconded by Commissioner Chang and unanimously approved.

School Safety Report. Chief Miller stated that Officer Salcido continues his duties at the South Pasadena schools. He also reported that the trials of the two defendants accused earlier in the year of planning crimes at the high school were proceeding.

CERT Program and Training Report. Captain Kris Saxon had to leave the meeting for an emergency call, so Chair Braun provided an update on the CERT program and training. An advanced First Aid training was held by the Fire Department for CERT trained residents on January 10 and was well received, with 25 people in attendance. The city’s 2<sup>nd</sup> CERT training was currently underway, with the first session held the previous Saturday, February 21, and two additional Saturday trainings scheduled February 28 and March 7. Approximately 30 people are participating in the CERT training which is being held at the Oneonta Church in South Pasadena. Efforts are continuing to establish the CERT team, purchase supplies and purchase volunteer management software. The CERT committee is working on scheduling an annual CERT training refresher course in April/May and is also trying to gather the names and data regarding all CERT trained persons in South Pasadena who may have been trained in another city.

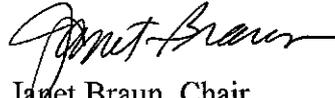
Election of Officers. Chair Braun asked if anyone was interested in serving as Chair or Vice-Chair of the Commission for the coming year, or if anyone had any nominations. Upon motion by Commissioner Daley, seconded by Commissioner Wing, Commissioner Braun was nominated and elected as Chair of the Commission for the coming year. Upon motion by Commissioner Urquhart, seconded by Commissioner Braun, Commissioner Rene Daley was nominated and elected Vice-Chair of the Commission for the coming year.

Staff Liaison Reports. All matters were discussed throughout the meeting.

Commissioners' Comments. Chair Braun noted that a training regarding the "5 Steps" to Neighborhood Preparedness would be held on April 22 in the Library Community Room from 7 to 9 pm. She would electronically distribute the flyer for the event to the Commissioners.

Adjournment. The meeting was adjourned at 7:40 pm.

Respectfully submitted,



Janet Braun, Chair  
Public Safety Commission