

DRAFT

PUBLIC SAFETY COMMITTEE

Regular Meeting Minutes for Thursday, March 29, 2018

A Regular Session of the Piedmont Public Safety Committee was held March 29, 2018, in the City Council Chambers at 120 Vista Avenue, Piedmont. In accordance with Government Code Section 54954.2(a) the agenda for this meeting was posted for public inspection on March 26, 2018.

CALL TO ORDER

Chair Lynne Wright called the meeting to order at 5:33 p.m.

ROLL CALL

Present: Chair Lynn Wright and Committee Members: Chris Houlder, Lori Elefant, Gina Scialabba, Andrea Swenson, Police Chief Jeremy Bowers, Fire Chief Warren "Bud" McLaren

Absent: Garrett Keating and Ryan Gilbert

PUBLIC FORUM

There were no speakers for the Public Forum.

REGULAR AGENDA

The Committee considered these regular business items as follows:

Minutes

There were no comments or edits for the minutes of January 25, 2018.

RESOLVED, that the Public Safety Committee approves its meeting minutes for January 25, 2018, as submitted.

Moved by Houlder, Seconded by Scialabba

Ayes: Elefant, Houlder, Keating, Scialabba, Swenson, Wright, McLaren, Bowers

Noes: None

Absent: Gilbert, Keating

With the Committee's consent, Chair Wright moved the Get Ready, Piedmont Checklist item later in the Agenda so that Mr. Keating, who had not yet arrived, could participate.

School Liaison Activities

Campus Safety Preparedness

Peter Palmer, Director of Facilities for the Piedmont Unified School District reported on progress with the Safe Schools Plan and school safety related measures. He detailed the steps that had led to the current plan, which began in November 2015 with a walk through of all school sites which generated a vulnerability and physical school site assessment report for all campuses and thereafter a Site-Specific Safe Schools Plan.

Mr. Palmer reviewed the plan's diverse components. He indicated that teams are at each site and are assigned search and rescue, site security, first aid, student supervision, student release, crisis response, school evacuation maps and emergency contacts.

Mr. Palmer also reviewed the safe schools training available to PUSD staff as well as the annual, quarterly, and monthly drill schedule for the schools. He indicated that part of the on-line training also includes an all-clear student release parent pickup communication and after-action report. Mr. Palmer detailed emergency communication procedures, including telephone, business radio, and amateur radio. He further indicated that the Police Department can gain access to school facilities twenty-four hours a day. He noted that all

exterior school doors are equipped with electronic locks which can be locked within a matter of seconds.

Mr. Palmer indicated that the District has enough emergency supplies to accommodate all staff and students for 2-3 days, as well as year water and food bars for all students in each classroom. He provided details of the emergency backpacks which contain first aid kits, batteries, and radios.

Mr. Palmer thanked the Fire Department for its assistance in dealing with fire egress issues, identifying equipment which is a fire risk, identifying flammable furniture and creating fire breaks. He also indicated that the District has worked to identify and provide information on all chemicals stored on District property.

Committee members asked questions about various aspects of the safety plan as well as the District's preparations, training, and drills for disaster scenarios. The Committee also asked about how PUSD's plans and preparations compare with those in other school districts as well as both internal and external communication plans in case of emergency.

The Committee asked whether the Schoolmates program and other before and after school programs were included in safety and disaster plans. Mr. Palmer indicated that he would work to ensure that school staff would include these programs in their planning. It was also confirmed that the Schoolmates rooms do have their own disaster plans and supplies.

The Committee voiced appreciation for PUSD's collaboration and cited the importance and need for information-sharing and training to ensure there are no gaps in safety and disaster preparedness.

Get Ready, Piedmont Guides and Checklist

Committee Member Gina Scialabba detailed the work that had been done to reduce the checklist to two pages. She indicated that working with Lyman Shaffer, pages 3 and 4 were deleted, that the "Fighting Crime" section was removed because it was viewed as not an immediate action. She further noted that the maintenance schedule was also removed, because it is not an immediate action and is covered in the Get Ready, Piedmont guide. She also indicated that she and Mr. Shaffer had discussed removing the Map Your Neighborhood section of the checklist because it is also covered in the Get Ready, Piedmont guide.

She then briefly went over the topics covered on the checklist, including: Responding to an Earthquake, Responding to a Wildfire, Earthquake Preparedness and Fire Preparation. She indicated that several changes were made within some of the topics and agreed to email the document for committee member review and comment.

Chair Wright asked committee members to review the new checklist and provide feedback within one month, so that copies of the revised draft can be brought back to the Committee's next meeting.

Chief Bowers advised the Committee that KCOM, the City's Government Access television station, produced an 8-episode video production that follows the format of the Get Ready, Piedmont guide, which is currently airing on KCOM. He asked that the City Clerk post a link to the video on the Committee's website, discuss getting a link on the Piedmont Portal, Next Door and advertising it on the Piedmont Post. He also suggested locating a TV at the Open House and running the episodes.

**Crime Prevention/
Community Outreach**

Police Chief Bowers reported that Acting Sergeant Nicole Bolden was responsible for the Dog Walker Watch program and three sessions have been scheduled and will be advertised. The first was on Saturday, April 14 at Linda Beach Dog Park area at 12 noon. The second session will be held Sunday, July 22 at Dracena Park at 5PM, and the last session will be Saturday, September 8 at Piedmont Park at 2PM.

Chair Wright asked if signs advertising the session dates could also be posted in the dog parks. Police Chief Bowers agreed and said he could also send flyers to those registered with licenses in the City.

Neighborhood Meetings

Chair Wright reported holding one neighborhood meeting since they last met with more expected. She believes the Open House on April 28 will generate more activity and asked Committee members to brainstorm ways to be more involved with organizing their own personal neighborhood block. Chief McLaren indicated that contact has been made with two additional neighbors and believed that meetings for their blocks should be scheduled soon.

City Website

Chief Bowers said as part of the Citywide IT Plan, the Council prioritized a new website. The City has contracted with CivicLive who will be the provider of the website. He reported that the project is now in the design phase with basic home page designs due at the end of July. He indicated that staff will be trained on how to navigate applications to be able to update and make content changes. The content transfer is set to begin on September 12 and any new pages and content will need to be ready by that date, with the goal to have an early December 2018 go live date for the website.

Chief Bowers indicated that the City is seeking public engagement in the creations of the new site and has forwarded surveys for user feedback. He noted that Committee Member Houlder was working with the City Clerk on coordinating content for the Public Safety Committee web page.

Mr. Houlder stated he forwarded the City Clerk a series of questions on parameters of what the Committee will be able to do relating to content, what the update process would entail as well as some technological questions. He indicated that he was awaiting answers from the City Clerk. Mr. Houlder said he would report back to the Committee when answers were received. He asked Committee members to think of three to five prioritized items they think should be on the page. The Committee could then talk about ownership of each item and prepare for them.

Committee members voiced interest in working on the content to post a disaster preparedness page with links to FEMA or Ready.gov, etc. and Police Chief Bowers said the system was robust and he would imagine that committees would work with and make recommendations to the City Clerk to ensure links are working and content was up-to-date.

The Committee discussed possible topics and items which would be good for the new web page. Members indicated a desire to utilize existing technology and content so as not to have to re-create the wheel.

Chair Wright reminded the committee of the requirements of the Brown Act and suggested that this topic be discussed at an upcoming meeting, rather than through electronic communications. She indicated that the Committee's special meeting of April 19th would be a good time to discuss this topic.

2017 Year End Crime Report

Chief Bowers presented the 2017 Year End Crime Report indicating a 16% overall decrease in crime, which he attributed to a reduction in thefts, robberies and burglaries. He presented data on automated license plate reader use as well as the privacy issues surrounding their use. Chief Bowers discussed the use of the technology in solving crimes. He discussed strong working relationships, particularly with the City of Oakland.

The Chief relayed the Department's efforts to engage the community in crime prevention, including National Night Out, and discussed stakeholder collaboration. He also discussed the ongoing work with the Piedmont Unified School District on hate crimes, teen drug and alcohol use, cannabis education, technology, and preparedness for active shooter events.

Chief Bowers lastly spoke about new officers coming on board to fill vacancies and upcoming vacancies for police officers. He stated that the Police Department strives to attract and put individuals through the academy in anticipation of retirements within the year, and he recognized the City Administrator and City Council for their support of over-hiring ahead.

Boy Scouts & Map Your Neighborhood Project

Police Chief Bowers stated he has had contact with the Boy Scouts and discussed the intent of the Committee's interest, and he will meet with the Chair to develop a strategy to garner some interest.

Public Safety Cameras

Chief Bowers reported that the City's public safety cameras located at the intersection of Grand and Oakland Avenues were installed as a part of a pilot program which runs until the end of September 2018. He indicated that he will be bringing recommendations to the City Council on whether to continue with further installations at that time. He also discussed the possibility of additional automated license plate readers is being considered. He indicated that the Department, with the help of the Committee would continue public outreach regarding the pilot program. The Chief indicated that he hoped to talk with a cross section of the community to gauge temperatures about surveillance cameras and benefits before reporting back to the City Council later this year.

Public Safety Open House

Fire Chief McLaren indicated that preparations for the April 28th Public Safety open house were well under way. He stated that all of the supplies had been ordered and the food purchased. He indicated that a DVD of the Get Ready, Piedmont program would be playing on a large screen TV. He requested assistance from Committee members to promote Map Your Neighborhood and Disaster Preparedness meetings. He also inquired if any committee members would be willing to dress up as Smokey the Bear. Chief McLaren also indicated that PG&E will be sending representatives to provide information to residents.

Regarding the length of the open house, he indicated that three hours had been too long and two hours was a bit short, so the ending time will be played by ear. He suggested that at the April 19th special Committee meeting, the committee should identify who will work at each station.

ANNOUNCEMENTS, OLD BUSINESS, FUTURE AGENDA ITEMS

Chair Wright said items on the next agenda will include: Open House assignments and introduction of new Committee Member Jeffrey Horner. She also reported that Committee member Ryan Gilbert was not present and has also not reapplied for his position on the Committee, and members wished him well.

ADJOURNMENT

There being no further business, Chair Wright adjourned the meeting at 7:30 p.m.

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