

**CITY OF WEST HOLLYWOOD
PUBLIC SAFETY COMMISSION
SPECIAL MEETING**

**MINUTES
THURSDAY, SEPTEMBER 10, 2015**

PLUMMER PARK – FIESTA HALL

1. **CALL TO ORDER** at 6:30 PM
2. **PLEDGE OF ALLEGIANCE** led by Commissioner Sol
3. **ROLL CALL**

Commissioners Present: Coleman, Montemayor, Norton, Sol, Williams, Waack

Commissioners Absent: Berger

Others present: Lieutenant Dave Smith, Los Angeles County Sheriff's Department; Kristin Cook, Public Safety Director; Bonnie Smith, Public Safety Supervisor; Laura Manukian, Neighborhood Services Coordinator

4. **ADJOURNMENT REQUESTS**

Commissioner Williams requested that the meeting be adjourned in the memory of Sheriff's Deputy Cecilia Hoschet.

Commissioner Coleman requested that the meeting be adjourned in the memory of Sheriff's Deputy Cecilia Hoschet.

Commissioner Sol requested that the meeting be adjourned in the memory of the 22 law enforcement officers and firefighters who have passed away since the last meeting.

5. **APPROVAL OF THE AGENDA**

ACTION: Motion by Commissioner Sol to approve the September 10, 2015 agenda, seconded by Commissioner Williams, and approved.

POSTING OF THE AGENDA

The agenda for the September 10, 2015 Public Safety Commission meeting was posted at City Hall, Plummer Park, the West Hollywood Sheriff's Station, and the West Hollywood Library.

6. APPROVAL OF MINUTES

ACTION: Motion by Commissioner Montemayor to approve the August 10, 2015 minutes as amended, seconded by Commissioner Waack, and approved.

7. CITY CLERK PRESENTATION – PROCEDURES FOR PUBLIC COMMENT AND ROSENBERG’S RULES OF ORDER

Melissa Crowder, Assistant City Clerk, gave a presentation on procedures for public comment and Rosenberg’s Rules of Order.

Commissioner Sol requested that the Assistant City Clerk share the information with the absent Commissioner.

Commissioner Williams asked for clarification on addressing public speakers speaking on topics not pertaining to public safety.

Ms. Crowder recommended referring the public speaker to the appropriate staff liaison.

Commissioner Montemayor asked if the City Clerk’s office is presenting at other Boards and Commissions.

Ms. Crowder confirmed that the City Clerk staff is visiting various Boards and Commissions to give this presentation.

Commissioner Norton asked for clarification regarding serial meetings.

Ms. Crowder spoke regarding protocols to avoid serial meetings.

Commissioner Williams spoke regarding the use of electronic devices (cell phones, iPads, etc.) at Commission meetings.

Ms. Crowder said the City does not have a policy regarding the use of electronic devices during meetings but reminded Commissioners that communications may be subject to a public records request.

Commissioner Norton said that it is more polite if Commissioners refrain from using electronic devices during the meeting.

8. PUBLIC COMMENTS

Olivia Walker, Recreation Manager, spoke regarding the City of West Hollywood’s Park Rules and Regulations and stated that staff is working to review and update the current rules.

Larry Workman, resident of West Hollywood, spoke regarding customer service issues with the Sheriff's Department and expressed concerns with the handling of his domestic violence case and his experience as a victim.

Brian Treadway, resident of West Hollywood, spoke regarding customer service issues with the Sheriff's Department and expressed concerns with the handling of his neighbor's domestic violence case and his experience as a victim.

Michael Wojkielewicz, resident of West Hollywood, thanked the Mayor and Commissioners for their assistance with securing the Detroit Garden and also for securing a door at a building at La Brea and Santa Monica Boulevard.

Larry Block, resident of West Hollywood, spoke regarding the purview of the Public Safety Commission and issues such as crosswalk enforcement, homelessness, emergency preparedness, crime prevention, and joint meetings.

James Marthaler, resident of West Hollywood, spoke regarding the pocket park on Formosa and the presence of youths smoking marijuana in the park.

Loretta Masi, resident of West Hollywood, thanked the Sheriff's Department for an increased presence of Deputies on the eastside.

Cathy Blaivas, resident of West Hollywood, thanked the Sheriff's Department for improvement in public safety at the Gateway, spoke in support of a Sheriff substation at the Gateway, spoke regarding the Pick Up Line extension to La Brea and the presence of Block by Block on the trolley, spoke regarding the domestic violence incident brought forward by the public speakers, and spoke in support of the increased Sheriff's patrols.

9. COMMISSIONER COMMENTS AND LIAISON REPORTS

Commissioner Waack spoke regarding the recent Walk About with the Sheriff's Captain and requested public safety handouts from staff for next time.

Commissioner Williams thanked the community for attending the meeting.

Commissioner Sol spoke regarding the upcoming Transgender Day of Remembrance. Commissioner Sol spoke regarding the recent Walk About with the Sheriff's Captain and invited the public to attend a future event.

Commissioner Coleman thanked the community for attending the meeting. Commissioner Coleman spoke regarding the public speakers who expressed concern with the Sheriff's Department's handling of a domestic violence case. Commissioner Coleman spoke regarding pedestrian safety, increased foot patrols, and his recent ride alongs with the Sheriff's Department and the Fire Department.

Commissioner Coleman spoke regarding traffic issues on the west side. Commissioner Coleman asked if Lieutenant Smith could give details on the recent crosswalk enforcement during the Sheriff's report.

Commissioner Montemayor thanked the community for their attendance and encouraged more meetings on the eastside.

Commissioner Norton thanked the community for their attendance. Commissioner Norton spoke regarding her recent attendance at the Senior Advisory Board meeting and thanked public safety for its response to the 838 West Knoll incident. Commissioner Norton repeated Commissioner Montemayor's request in August to have crosswalk safety put on the next agenda.

Commissioner Montemayor spoke regarding Mayor Pro Tempore Meister's initiative to have meeting recordings more available to the community.

Staff offered to forward the Council Item and to follow-up with the Communications Division for an update on this effort.

Commissioner Williams spoke regarding the Public Safety Commission's purview and asked for education for the public about Commission projects.

10. UNFINISHED BUSINESS

10A. REPORT FROM FIRE DEPARTMENT

The Fire Report was tabled to the next meeting. Staff announced that Battalion Chief Patrick Errett is now the Director of Training for the Fire Department, and that Assistant Fire Chief Anthony Whittle has been promoted to Deputy Fire Chief. The City's new liaison is Battalion Chief James Sullivan, and the new Assistant Chief is Luke Claus.

10B. REPORT FROM SHERIFF'S DEPARTMENT

Lieutenant Smith reviewed the Sheriff's Department statistics for August 2015, including crimes, calls for service, and arrests. In August, there were 1,792 calls for service, 2,533 observations, 47 felony arrests, and 145 misdemeanor arrests.

Lieutenant Smith stated that there were 7 DUI arrests and 3 DUI traffic collisions in the month of August. Lieutenant Smith stated that there were 8 vehicle vs. pedestrian accidents that the Sheriff's responded to and 2 vehicle vs. bicyclist accidents in the month of August.

Lieutenant Smith spoke regarding crimes of opportunity where people leave items in cars in plain view. Lieutenant Smith stated that there were 15

aggravated assaults (13 incidents) of which there were 8 arrests. In addition, there were 13 robberies (4 armed) of which there were 6 arrests. Lieutenant Smith spoke regarding the Smoke Shop which has been burglarized three times recently.

Commissioner Williams asked for more information regarding the two rapes.

Lieutenant Smith gave limited information regarding the two sexual assaults.

Commissioner Williams asked for more information regarding Mr. Workman's case.

Lieutenant Smith said that he and the assigned Detective are working with Mr. Workman to address the various issues, including discrepancies with what the speakers are saying and what is in the initial police report.

Commissioner Norton spoke regarding special training for Deputies regarding domestic violence and sensitivity training.

Lieutenant Smith spoke regarding various Department trainings.

Commissioner Montemayor spoke in support of providing resources or trainings to prevent similar issues in the future.

Commissioner Williams spoke regarding NCJW sponsored trainings for the Sheriff's Department.

Commissioner Montemayor inquired as to the timing of the trainings.

Lieutenant Smith stated that beyond what is required by the Department, the Station works with local resources to provide specialized trainings for West Hollywood Deputies.

Commissioner Williams asked about training for new Deputies.

Staff spoke regarding new Deputy orientation that includes City Hall and service providers.

Commissioner Montemayor spoke regarding the importance of public safety perception.

Commissioner Coleman asked for clarification regarding the classification of the domestic violence incident.

Lieutenant Smith stated that the court date for the suspect is October 21st and stated that the Detective assigned is still investigating the incident.

Commissioner Norton spoke regarding trainings and Commissioners' attendance and expressed concern with a Deputy who did not return her calls.

Staff reminded Commissioners to call staff or Lieutenant Smith if there is an issue with getting a call back.

Commissioner Coleman asked if public safety personnel have master keys to buildings.

Staff spoke regarding "knox boxes" that the Fire Department uses.

Lieutenant Smith spoke regarding a project with Code Compliance to work on something similar for law enforcement.

Commissioner Coleman spoke regarding Sheriff's foot patrols and asked how often foot patrol shifts are fully staffed.

Staff reminded all that the extra foot patrols are in addition to the regular staff that the Station has deployed in the City.

Lieutenant Smith stated that the extra patrols are about 60% staffed.

Commissioner Coleman asked why there were no foot patrols on Sunday evening over the holiday.

Lieutenant Smith stated that while all regular patrols were out and present, the extra patrols are difficult to staff on a holiday weekend.

Commissioner Coleman asked for more information about a recent assault at Z Pizza.

Lieutenant Smith spoke about the recent assault at Z Pizza where the suspect stabbed victims. The victims did not report the incident to the Sheriff's Station but went straight to a hospital in Marina Del Rey. The hospital alerted the Sheriff's Station, and Deputies arrested the suspect.

Commissioner Coleman spoke regarding the parking constraints at Fire Station 8.

Commissioner Montemayor asked for more information on the recent mail thefts.

Lieutenant Smith spoke regarding the recent mail thefts and said that the Sheriff's Department has made two arrests.

Commissioner Montemayor asked if the Sheriff's Department has any tips for the public to prevent mail thefts.

Lieutenant Smith spoke about not letting unknown individuals walk in the main door behind you and referred everyone to the recent information distributed by the Communications Division.

Commissioner Williams encouraged tenants to always shut the door behind them.

Commissioner Waack spoke regarding a recent mail theft incident at his building and said their building may have information to assist the assigned Detective.

Lieutenant Smith stated he is happy to pass along information to Detective Ortega, the assigned Detective.

Commissioner Norton spoke regarding getting copies of the pedestrian statistics listed earlier in the meeting.

Commissioner Coleman spoke regarding traffic and pedestrian congestion on Robertson and Santa Monica Boulevard and expressed concerns for pedestrians, vehicles, and the best location for loading zone areas.

Staff offered to share old staff items regarding Robertson with the Commission.

Michael Wojkielewicz, resident of West Hollywood, spoke regarding a recent presentation to the Human Services Commission regarding mental health issues.

Staff gave a brief history of the Council's request to improve Sheriff's Station communication with the Council, staff, the public, and the media. Staff stated that all are looking at ways to improve communication, and one of the first items is to provide a weekly crime summary to the City Council. A pilot version is being tested at this time.

Lieutenant Smith shared a copy of the weekly crime summary for the Commissioners and members of the public who were present to review.

Commissioner Williams spoke regarding timely information.

Staff reminded all about crimemapping.com and crimereports.com as additional tools to the weekly summary.

Commissioner Montemayor asked if the Sheriff's Department could work with the Beverly Press to publish the weekly summary.

Staff gave a brief history of the Council's request to explore Advanced License Plate Recognition (ALPR) cameras or other surveillance camera programs to increase public safety.

Commissioner Montemayor asked for clarification on the previous recommendation from the Public Safety Commission and on staff's recommendation.

Staff stated that the preliminary recommendation is to explore outfitting the intersection at La Brea and Santa Monica as well as three additional patrol vehicles.

Commissioner Waack asked how many patrol vehicles would cover the entire shift.

Lieutenant Smith said up to 15 vehicles are utilized each shift.

Commissioner Montemayor spoke regarding exploring a Sheriff's substation.

Staff stated it will be put on the agenda.

Commissioner Williams suggested putting the item on a lighter agenda.

Staff spoke regarding the City's new mobile command post vehicle which will also be used by the Sheriff's Station to increase presence on the eastside. Currently, the interior of the vehicle is being outfitted with Sheriff and Fire radios and command post items.

Staff gave a brief history of the Council's request to explore various options to help improve resources to the Los Angeles County Sheriff's Department to better handle constituents with mental health issues, including Sheriff McDonnell's work with District Attorney Jackie Lacey to promote treatment over incarceration, the expansion of Mental Evaluation Teams (MET) Deputies, and the work of the City's Social Services Division to explore various options.

Commissioner Williams spoke regarding Los Angeles County mental health.

Staff gave a brief update on the Sheriff's Department Customer Service Survey and thanked Commissioners Norton and Sol for their assistance.

Commissioner Montemayor asked when the survey will be released.

Staff stated the survey will begin this fall.

10C. REPORT FROM BLOCK BY BLOCK SECURITY AMBASSADORS

The Block by Block Report was tabled to the next meeting.

11. NEW BUSINESS

11A. RALPHS MARKET UPDATE

The Ralphs Market update was tabled to a future meeting.

11B. NEIGHBORHOOD WATCH

Commissioner Coleman spoke in support of enhancing Neighborhood Watch. Commissioner Coleman outlined his ideas in partnership with Neighborhood Watch Block Captain Shawn Hoffman, including creating a sub-committee for Neighborhood Watch.

Commissioner Coleman made a motion to accept all the recommendations.

The motion failed for lack of a second.

Commissioner Montemayor asked for more information from Laura Manukian, Neighborhood Services Coordinator.

Staff gave a brief history of the Neighborhood Watch program and the various methods that have been tried to reinvigorate the program, including the Annual Block Captain training. Staff stated that the program is issue driven. If there is a "hot topic" within the neighborhood, there is good participation. If there are no "hot topics", then there is little interest.

Commissioner Williams gave a history of Neighborhood Watch and spoke against a sub-committee at this time.

Commissioner Norton spoke regarding issue driven Neighborhood Watch meetings and utilizing existing neighborhood groups whenever possible to share information.

Staff agreed that utilizing existing neighborhood groups, like the West Hollywood West Residents Association, is a benefit.

Commissioner Coleman spoke in support of utilizing Block Captains to assist with identifying a focal issue, to keep an email list, to monitor statistics, and to know their neighbors.

Staff spoke in support of using various methods, such as Nextdoor, Facebook, and email lists to create neighborhood networks.

Shawn Hoffman, resident of West Hollywood, spoke in support of enhancing Neighborhood Watch and the ideas put forth by Commissioner Coleman.

Roxanne McBride, resident of West Hollywood, thanked the Sheriff's Department for their participation in their Neighborhood Watch meetings, reminded all that the Block Captains are volunteers, and thanked the Commission for hosting Commission meetings on the eastside.

ACTION: Motion by Commissioner Williams to table the discussion to a date uncertain, seconded by Commissioner Sol, and approved with Commissioner Coleman voting against.

12. ITEMS FROM STAFF

12A. NEWS FROM STAFF/MONTHLY CALENDAR OF EVENTS

Staff asked for two Commissioners to volunteer to assist with shared issues with the Women's Advisory Board.

Commissioners Williams and Montemayor volunteered.

Staff distributed the work plan from 2014 to use as a guide to develop a new Commission work plan.

12B. RIDE-ALONGS

Staff spoke in support of ride alongs, but asked Commissioners to contact staff first so Sheriff and Fire can properly accommodate guests into their schedules.

12C. CERT: SUB-COMMITTEE SELECTION

Staff asked for two Commissioners to volunteer to assist the City and the Fire Department with the CERT program.

Commissioners Coleman and Waack volunteered.

Kevin Burton, resident of West Hollywood, spoke in support of enhancing the CERT program.

Commissioner Williams thanked Mr. Burton for his work on the CERT program.

Commissioner Coleman spoke in support of getting Commissioner Berger involved.

12D. AGING IN PLACE UPDATE

The Aging in Place Update was tabled until the next meeting.

13. PUBLIC COMMENT

None.

14. ITEMS FROM THE COMMISSION/COMMISSIONER COMMENTS

Commissioner Williams wished all a happy new year for Rosh Hashanah.

Commissioner Sol asked for emergency preparedness to be on the next agenda.

Commissioner Coleman requested that staff investigate problems with a bench by Kings Road Park. Commissioner Coleman asked staff to make the agenda items more descriptive.

Commissioner Coleman asked for pedestrian safety to be on the next agenda.

Commissioner Montemayor thanked staff for their hard work.

15. ADJOURNMENT

The Public Safety Commission adjourned at 9:18 PM in the memory of Sheriff's Deputy Cecilia Hoschet and the 22 law enforcement officers and firefighters who have passed away since the last meeting. The next meeting is scheduled for October 12, 2015 at 6:30 PM at the Community Meeting Room at the West Hollywood Library.


Public Safety Commission Chair


Staff Liaison

A copy of the audio recording of this meeting can be obtained from the City Clerk's office upon request.

(Disclaimer: Staff records the meetings for the sole purpose of composing the official meeting minutes; therefore the recordings are not of commercial quality.)