

**CITY OF WEST HOLLYWOOD
PUBLIC SAFETY COMMISSION**

**MINUTES
MONDAY, NOVEMBER 9, 2015**

WEST HOLLYWOOD LIBRARY – COMMUNITY MEETING ROOM

1. **CALL TO ORDER** at 6:32 PM
2. **PLEDGE OF ALLEGIANCE** led by Kevin Burton
3. **ROLL CALL**

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

Commissioners Absent: None

Others present: Lieutenant Dave Smith, Los Angeles County Sheriff's Department; Sergeant Jon Klaus, Los Angeles County Sheriff's Department; Maria Grycan, Community Services Representative, Los Angeles County Fire Department; David Aguilar, Block by Block; Steve Salisbury, Block by Block; Kristin Cook, Public Safety Director; Bonnie Smith, Public Safety Supervisor

4. **ADJOURNMENT REQUESTS**

Commissioner Coleman requested that the meeting be adjourned in the memory of Jonathan Pena.

Commissioner Sol requested that the meeting be adjourned in the memory of the 14 law enforcement officers and firefighters who have passed away since the last meeting.

5. **APPROVAL OF THE AGENDA**

ACTION: Motion by Commissioner Williams to approve the November 9, 2015 agenda, seconded by Commissioner Montemayor, and approved with taking items 10A and 10B out of order.

POSTING OF THE AGENDA

The agenda for the November 9, 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 October 12, 2015 minutes as amended, seconded by Commissioner Sol, and approved with Commissioner Williams abstaining.

7. PUBLIC COMMENTS

Tom Demille, resident of West Hollywood, spoke regarding the need for better lighting.

Michael Wojtkielewicz, resident of West Hollywood, encouraged the Commissioners to discuss public safety issues with him.

Stephanie Harker, resident of West Hollywood, thanked Sheriff, Fire, and Block by Block personnel and spoke regarding new developments bringing increased parking and drivers. Ms. Harker spoke regarding an innovative blue street lighting program which has reduced crime in some communities.

8. COMMISSIONER COMMENTS AND LIAISON REPORTS

Commissioner Waack spoke regarding his recent ride along with the Sheriff's Department, his recent attendance at the Public Facilities Commission meeting, and the last Walkabout with the Sheriff's Captain on the eastside.

Commissioner Williams thanked all for their attendance and spoke regarding the successful Transgender Job Fair and thanked Bonnie Smith for her hard work on the event as well as Commissioner Berger for volunteering to help. Commissioner Williams spoke regarding the crosswalk near the Movie Town Plaza development.

Commissioner Berger spoke regarding his recent attendance at the Human Services Commission meeting, the Walkabout with the Sheriff's Captain, a ride along with Block by Block, and the Senior Health Fair.

Commissioner Coleman spoke in support of using the City's app to report broken street lights. Commissioner Coleman spoke regarding the tree trimming schedule. Commissioner Coleman spoke regarding better lighting, including the blue street lighting program and street level lighting along residential streets. Commissioner Coleman thanked staff for providing the draft minutes the day after the meeting. Commissioner Coleman spoke regarding his recent attendance at the Transportation Commission meeting. Commissioner Coleman spoke regarding working with Micky's to replace the broken lighting behind its business. Commissioner Coleman spoke regarding cell phone thefts at The Abbey and encouraged others to bring ideas forward to address the issue.

Commissioner Montemayor reminded all that El Nino is coming and to be prepared. Commissioner Montemayor invited all to attend the City's Veteran's Day celebration on November 11th at 11 AM.

Commissioner Norton thanked all for their attendance and participation. Commissioner Norton thanked staff as well as Sheriff, Fire, and Block by Block personnel for a successful Halloween. Commissioner Norton spoke regarding drones. Commissioner Norton spoke regarding Transgender Awareness Month and the Day of Remembrance on Friday, November 20th. Commissioner Norton spoke regarding sensitivity training for the Sheriff's Department to be held on November 18th.

9. UNFINISHED BUSINESS

9A. AGING IN PLACE UPDATE

Commissioners received a memo and a draft report from Elizabeth Savage, Human Services Director, on the Aging in Place/Aging in Community 5-Year Strategic Plan.

ACTION: Motion by Commissioner Williams to receive and file the report, seconded by Commissioner Montemayor, and approved.

9B. REPORT FROM FIRE DEPARTMENT – MONTHLY REPORT

Maria Grycan, Community Services Representative, reviewed the Fire Department statistics for October 2015, including suppression, rescue, and fire prevention activities. Ms. Grycan spoke regarding a fire on Formosa where clothes were left too close to a heater and where firefighters also saved the family's dog. Ms. Grycan said that there were 98 calls on Halloween with 51 transports to local hospitals; a large increase from previous years.

Commissioner Coleman asked if the EMS calls were inside the clubs or in the street.

Ms. Grycan stated that the EMS calls were spread throughout the clubs and the event itself.

9C. REPORT FROM SHERIFF'S DEPARTMENT – MONTHLY REPORT, WEEKLY CRIME SUMMARY, ORGANIZATIONAL STUDY

Sergeant Klaus reviewed the Sheriff's Department statistics for October 2015, including crimes, calls for service, and arrests. In October, there were 1,953 calls for service, 2,306 observations, 28 felony arrests, and 138 misdemeanor arrests. Response times continue to be excellent.

Sergeant Klaus stated that there were 6 DUI arrests and 2 DUI traffic collisions. Sergeant Klaus stated that there was 1 vehicle vs. pedestrian accident and 3 vehicle vs. bicyclist accidents.

Lieutenant Smith spoke regarding the homicide at the Comedy Store, three sexual assaults, and a decrease in robberies. Lieutenant Smith spoke regarding aggravated assaults that included arrests. Lieutenant Smith spoke regarding incidents at Halloween including assaults and two stabbings. Lieutenant Smith spoke regarding a decrease in vehicle vs. pedestrian accidents from 2014 to 2015.

Commissioner Williams spoke regarding a fellow tenant who had a stolen vehicle and other tenants with vehicle burglaries and requested increased patrols of the neighborhood.

Lieutenant Smith said that extra patrols could be provided.

Commissioner Sol thanked all for their work on Halloween and requested that the decoy car be placed near Laurel Elementary. Commissioner Sol spoke regarding an upcoming DUI check point and asked staff to make sure the "crash car" will be out for the holidays.

Commissioner Montemayor spoke regarding the upcoming sensitivity training for the Sheriff's Department and asked for more information.

Lieutenant Smith spoke regarding the upcoming sensitivity training on November 18th.

Commissioner Norton asked for more information on the three sexual assaults in October.

Lieutenant Smith gave details on the three incidents.

Commissioner Norton asked for more information on the cell phone thefts at The Abbey.

Lieutenant Smith stated that The Abbey is crowded, and it is an easy place for pick pockets to steal phones.

Commissioner Coleman spoke regarding thieves working in pairs to distract victims and requested signage.

Staff spoke regarding possibly developing a PSA.

9D. REPORT FROM BLOCK BY BLOCK SECURITY AMBASSADORS – MONTHLY REPORT

Steve Salisbury, Block by Block Sunset Boulevard, gave a brief update on monthly activities in October, including pedestrian assistance, crosswalk assistance, homeless issues, and disturbances.

Commissioner Norton asked for clarification regarding the difference between the mileage ridden between Sunset and Santa Monica Boulevard. Commissioner Norton asked for clarification regarding the funding for each team.

Staff explained the contractual differences between the Sunset and Santa Monica teams.

Commissioner Williams asked public safety personnel if they are seeing an increase in activity due to the popularity of the Wicked City television show.

Public Safety personnel said that they are not seeing an increase in activity due to the television show.

David Aguilar, Block by Block Santa Monica Boulevard, gave a brief update on monthly activities in October, including pedestrian assistance, crosswalk assistance, homeless issues, and disturbances.

Commissioner Berger asked for an update on a female homeless person who he had encountered during his ride along.

Mr. Aguilar stated that PATH is working with the homeless individual to assist her.

Commissioner Berger spoke in support of distributing a letter of agency to various businesses.

Sergeant Klaus explained the process for letters of agency.

Commissioner Berger asked for an update on the free security lights program.

Staff said that lights are still available to the public.

Commissioner Williams spoke regarding the process for a letter of agency.

Commissioner Berger spoke regarding homeless individuals unscrewing light bulbs to make areas darker. Commissioner Berger thanked Block by Block for their hard work.

Commissioner Coleman asked for clarification on pedestrian assistance.

Mr. Aguilar spoke regarding the various ways that Ambassadors assist pedestrians.

Kevin Burton, resident of West Hollywood, spoke regarding Operation Firefly to be held on November 17th and spoke in support of involving the Block by Block Security Ambassadors.

Staff said that Block by Block is willing to assist with Operation Firefly.

Commissioner Sol requested that Bikes on Hikes and the local bicycle shop be included in Operation Firefly.

9E. WORK PLAN – FORMAT, GOALS, LIAISON SELECTION, TOWN HALL

Staff spoke regarding holding an emergency preparedness town hall that can focus on El Nino.

Staff asked the Commission to consider the format and the goals of the work plan and to select liaisons for unfilled Commissions and Boards.

The following liaisons were selected:

Arts and Cultural Affairs Commission – Commissioner Sol
Business License Commission – Commissioner Berger
Historic Preservation Commission – Commissioner Coleman, Commissioner Williams
Human Services Commission – Commissioner Berger
Planning Commission – Commissioner Waack, Commissioner Norton, Commissioner Montemayor
Public Facilities Commission – Commissioner Waack
Rent Stabilization Commission – Commissioner Berger
Transportation Commission – Commissioner Coleman

Disabilities Advisory Board – TBA
Lesbian and Gay Advisory Board – Commissioner Montemayor
Russian Advisory Board – Commissioner Coleman
Senior Advisory Board – Commissioner Norton
Transgender Advisory Board – Commissioner Sol
Women's Advisory Board – Commissioner Williams

Eastside Working Group – Commissioner Williams

Commissioner Sol asked that Block by Block be included in the Walkabouts with the Captain.

Commissioner Berger gave a presentation on his proposed format for the Commission work plan.

Commissioner Coleman spoke in support of Commissioner Berger's proposed format for the Commission work plan.

Commissioner Williams thanked Commissioner Berger for his draft and asked for clarification on the document.

Commissioner Montemayor spoke in support of crafting the content for the work plan no matter the format.

Commissioner Montemayor spoke regarding the importance of setting a vision and goals and possibly including informational reports in other documents.

Commissioner Williams expressed a preference for the excel version.

Commissioner Waack expressed a preference for the excel version.

Staff suggested that the excel version be updated to include Commissioner Berger's proposed metrics and to focus on the goals.

Commissioner Williams remarked that it is difficult to track all interactions.

Commissioner Berger spoke in support of metrics, measuring retention rate, and measuring how many people are educated.

Commissioner Montemayor spoke in support of making the public more aware of the Commission's work.

Commissioner Berger spoke regarding establishing and maintaining communication to determine customer satisfaction.

Commissioner Montemayor spoke in support of community engagement.

10. NEW BUSINESS

10A. STREET MEDIA

The Commissioners received a presentation from Kate Mayerson, Innovation Analyst, on the City's Street Media Project.

Commissioner Berger asked if the Street Media Project is part of WeHoX.

Ms. Mayerson confirmed that the Street Media Project is part of WeHoX.

Commissioner Coleman asked for clarification regarding the proposed phone charging stations. Commissioner Coleman spoke regarding the possible overlay with pedestrian safety and Neighborhood Watch.

Ms. Mayerson said that the technology is improving and that staff is reviewing multiple options.

Commissioner Sol recommended that the Commission select a representative.

ACTION: Motion by Commissioner Williams to nominate Commissioner Montemayor as a primary liaison and Commissioner Coleman as the alternate liaison to the Street Media Project, seconded by Commissioner Norton, and approved.

10B. CROSSWALK/PEDESTRIAN SAFETY

Commissioner Norton called attention to the statistics provided by the Sheriff's Department.

Commissioners received a presentation from Bob Cheung, Long Range and Mobility Planning, regarding past and future crosswalk improvements.

Commissioner Williams spoke regarding the difficulties with removing the Orange Grove at Santa Monica Boulevard crosswalk and suggested barriers in the median.

Lieutenant Smith asked for clarification regarding the opening for Sprouts market and suggested "keep clear" markings for the street.

Mr. Cheung gave more information about the proposed changes to the medians and turns near 24 Hour Fitness and Sprouts Market.

Commissioner Berger asked for clarification regarding the Westbourne Drive at Santa Monica Boulevard traffic light.

Mr. Cheung discussed the need to keep the light at Westbourne Drive at Santa Monica Boulevard.

Commissioner Sol asked if there is a timeline.

Mr. Cheung stated that staff expects for construction to begin in the spring.

Commissioner Coleman expressed concern for transferring one issue to another and asked regarding next steps. Commissioner Coleman spoke regarding repainting crosswalks and signage.

Mr. Cheung spoke regarding the crosswalk policy update that will be presented to City Council. Mr. Cheung said that staff is considering the various marking options.

Commissioner Williams spoke regarding the crosswalk near the Movie Town Plaza development and suggested that Mr. Cheung review the development agreement as the developer agreed at the Eastside PAC that they would fund either a pedestrian activated or other signal the City may want.

Commissioner Sol suggested that Commissioner Coleman, as liaison to the Transportation Commission, bring concerns of the Public Safety Commission to the Transportation Commission.

Commissioner Waack asked regarding the maintenance of the temporary signs in crosswalks that are frequently damaged.

Mr. Cheung said that permanent improvements will eventually update the temporary signs.

10C. TIME LIMITS FOR AGENDA ITEMS

Staff outlined the history of including times on Public Safety Commission agendas.

Commissioner Montemayor spoke regarding ways to make the meetings more accessible and reasonable for the public and to make it as interesting as possible.

Commissioner Williams said that members of the public expressed concern with how long the meetings are.

Commissioner Coleman spoke regarding rearranging the agenda when possible.

Commissioner Sol spoke in support of a timed agenda and timed Commissioner comments.

Commissioner Berger spoke regarding the importance of discussion.

Commissioner Waack spoke in support of timed agendas.

Commissioner Coleman spoke regarding addressing items from the public.

Commissioner Sol spoke regarding addressing comments to staff.

Commissioner Berger stated that it is important to acknowledge what is said by members of the public.

Commissioner Williams spoke in support of timed agendas.

Commissioner Montemayor asked staff to come back with a timed agenda for the January meeting.

ACTION: Motion by Commissioner Montemayor for staff to add projected time limits to future agendas, seconded by Commissioner Waack, and approved.

10D. NEW YEAR'S EVE PREPARATIONS

Staff gave a brief update on New Year's Eve activities.

Commissioner Williams spoke regarding the Don't Drink and Drive Napkin Campaign and suggested parking for Commissioners be arranged at the station.

10E. EARTHQUAKE RETROFIT STUDY

Commissioners received a copy of the recent staff report to City Council regarding the City's Earthquake Retrofit Study.

11. ITEMS FROM STAFF

11A. NEWS FROM STAFF/MONTHLY CALENDAR OF EVENTS, NEXT HOMELESS COLLABORATIVE

Staff announced that the next homeless collaborative meeting will be January 20th.

Commissioners Coleman, Williams, and Berger volunteered to attend.

Commissioner Norton asked for update on the status of surveillance cameras.

Staff stated that an update will be provided in the next six month report to City Council.

Commissioner Coleman asked for an update on the Sheriff's Organizational Study.

Staff provided an update on the Sheriff's Organizational Study.

Commissioner Norton asked for an update on the Sheriff's Customer Service Survey.

Staff provided an update on the Sheriff's Customer Service Survey.

11B. DON'T DRINK AND DRIVE – TIME FOR NEXT PSC MEETING

Staff reminded all Commissioners to meet at 5 PM on December 14th at the Sheriff's Station.

Commissioner Norton asked staff to provide an overview of the event.

Staff provided an overview of the event.

12. PUBLIC COMMENT

Kevin Burton, resident of West Hollywood, spoke regarding his attendance at Halloween and the size of the crowds; and he expressed concern for the location of the stage at West Knoll.


13. ITEMS FROM THE COMMISSION/COMMISSIONER COMMENTS

Commissioner Coleman asked staff to provide an update on the Halloween debrief meeting when appropriate.

Staff agreed to provide an update.

14. ADJOURNMENT

The Public Safety Commission adjourned at 10:01 PM in the memory of Jonathan Pena and the 14 law enforcement officers and firefighters who have passed away since the last meeting. The next meeting is scheduled for December 14 at 5:00 PM at the West Hollywood Sheriff's Station.



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.)