



# Police Advisory Review Board

Location: Police Dept. Training Room; 909 Machin Ave.

November 14, 2019 – 5:30 p.m.

922 Machin Ave  
Novato, CA 94945  
415/899-8900  
FAX 415/899-8213  
*novato.org*

## MINUTES

**Present:** Leslie Biagini, Chair  
Bruce Bartel  
Ky Medigovich  
Bruce Ritter

Mayor  
Denise Athas  
  
Mayor Pro Tem  
Pat Eklund

**Absent:** Catherine Dacre, Vice Chair

Councilmembers  
Eric Lucan  
Amy Peele  
Susan Wernick

**Staff:** Police Chief, Matt McCaffrey  
Jessica Deakyne, Assistant City Manager  
Ge'Nell Gary, Principal HR Analyst

City Manager  
Adam McGill

### **CALL TO ORDER / ROLL CALL**

The meeting was called to order at 5:37 PM by Chair Biagini.

### **APPROVAL OF FINAL AGENDA:**

Final Agenda was approved.

### **PUBLIC COMMENT:**

None

### **CONSENT CALENDAR:**

#### **1. APPROVAL OF MINUTES OF August 8, 2019**

M/S: Bartel/Ritter approved the Minutes.

**CONTINUED ITEMS:** ID badges were given to PARB members.

**NEW ITEMS:**

**1. SELECTION OF 2020 MEETINGS**

- Thursday, February 13, 2020
- Thursday, May 7, 2020
- Thursday, August 6, 2020
- Thursday, November 5, 2020

**GENERAL BUSINESS:**

**1. Review of Department activity and Citizen complaints filed since last meeting. (Chief McCaffrey)**

- a. One complaint was received of unprofessional conduct during the issue of a traffic ticket. Passenger said reported the officer was kidding around. Body camera proved the incident to be unfounded.
- b. Due to the use of body cameras, there has been a reduction in the frequency of Citizen complaints. The public is aware the cameras are on and that their complaints can be challenged. The cameras also help the Chief see where officer trainings would be helpful.
- c. Complaints are investigated upon receipt. When unfounded, a letter is sent to the Citizen. When the allegation is sustained, a report is put in the officer's personnel file.

**COMMITTEE AND STAFF REPORTS**

**1. Media - Social Ring doorbell service program.**

- a. Modern version of neighborhood watch that allows officers to assist in crime prevention via a website monitoring registered doorbell web cameras.
- b. Online hate crime representative allows community members to report hate crimes. Pamphlets will be made available throughout the community.
- c. Online report filing.

**2. Sheriff's Training Program**

- a. Virtual training program with various scenarios including shoot/don't shoot, disabled persons and more. Haptic feedback provides shock-like sensations when person in training is shot.
- b. Conference room trainings allow for multiple people at once.
- c. Joint trainings with other Cities including Corte Madera, San Rafael.
- d. Trainings will include topics like verbal skills, de-escalation, active-shooter and incidents with mentally challenged individuals.

**3. Grants recently received**

- a. Traffic and Safety: For Special Enforcement areas, Check Points, Officer Dues and Over Time.

**4. Policy 1021- Lexipol. City lawyers are currently reviewing police procedures.**

- a. Changes made may result in non-policy procedures, including loss of indemnification.
  - b. Police Advisory Review Board's Policy exists separately from the complaint policy and has its own Bill of rights, restrictions and legal responsibilities.
  - c. PARB's complaint process includes policies for the timeframe of complaints, dispute resolutions and challenging complaints. The process as it stands has worked.
  - d. The City prefers to use a working system that holds people accountable.
5. Staffing
- a. Recruitment of two officers is in progress.
  - b. Two staff members were promoted to dispatcher, one dispatcher was promoted to Supervisor. One new dispatcher was hired.
  - c. There were three retirements.
  - d. Recruits in training and interns are doing well.
6. Assistant City Manager, Jessica Deakne:
- a. Training dispatchers is continuous and the City continues to attract good people.
  - b. Acting Chief and acting Administrative positions will be filled.
7. Ky participated in the Promotion Board meeting
- a. She was impressed with candidates.
  - b. The candidate list is still active.

**ADJOURNMENT:**

**Meeting adjourned at 6:35 PM by Chair Biagini.**