



**CITY OF NOVATO
CALIFORNIA
POLICE ADVISORY AND REVIEW BOARD**

**Thursday, August 5, 2021
5:30 PM**

Teleconference via ZOOM

A. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Chair Ky Medigovich.

ROLL CALL: Present: Ky Medigovich, Board Chair
Jeremy Portje, Vice Chair
Bruce Bartel, Board Member
Leslie Biagini, Board Member
Meg Brizzolara, Board Member
Catherine Dacre, Board Member
Bruce Ritter, Board Member

Staff Present: Jessica Deakyne, Asst. City Manager
Matthew McCaffrey, Chief of Police
Greg Canfield, Management Analyst

Absent: None

B. APPROVAL OF FINAL AGENDA

Board Action: Upon motion by Board Member Ritter and seconded by Board Member Biagini, the Board voted 7-0-0 to approve the final agenda.

AYES: Medigovich, Portje, Bartel, Biagini, Brizzolara, Dacre, Ritter
NOES: None
ABSENT: None

C. PUBLIC COMMENT

None.

D. CONSENT CALENDAR

D.1. Approve the meeting minutes from June 3, 2021

Board Action: Upon motion by Board Member Ritter and seconded by Vice Chair Portje, the Board voted 7-0-0 to approve meeting minutes.

AYES: Medigovich, Portje, Bartel, Biagini, Brizzolara, Dacre, Ritter
NOES: None
ABSENT: None

E. UNFINISHED AND OTHER BUSINESS

There was no unfinished or other business.

F. GENERAL BUSINESS

F.1. Introduction of Captain Sasha D'Amico

Chief Matt McCaffrey introduced newly promoted Captain Sasha D'Amico.

PUBLIC COMMENT: None

F.2. Discussion of Peace Officer Job Description Adjustments to Comply with AB846

City of Novato Management Analyst, Greg Canfield, presented on Assembly Bill 846 (AB846) passed by Governor Newsom on September 30, 2020. AB846 directed local municipalities to review their peace officer job descriptions to deemphasize paramilitary aspects of the job and to emphasize community policing. Management Analyst Canfield relayed that all sworn police officer job descriptions for the City of Novato had been amended to coincide with AB846. PARB Board Members reviewed the proposed amendments to the job descriptions. Job descriptions are scheduled to be presented to Novato City Council at their regular meeting on Tuesday, September 14, 2021 for their approval.

PUBLIC COMMENT: None

F.3. National Night Out Recap

Chief Matt McCaffrey reported on the National Night Out event held annually by the Novato Police Department. The event was held on Tuesday, August 3, 2021. The event was held on Machin Ave. outside of the police station. Approximately 150 community members attended. Local community businesses and the Novato Fire District participated in the event, as well.

PUBLIC COMMENT: None

F.4. Review of Department Activity and Citizen Complaints Filed Since Last Meeting (Chief McCaffrey)

- One complaint filed since the previous meeting
 - Involving one employee and an accusation of bias and misconduct
 - Disposition was unfounded based on body cam video evidence from the officer
- Four officers recently graduated from the Police Academy and have transitioned to the Field Training Program
- Four police officer trainees are currently attending the Police Academy
- Three officers are currently out due to injury

Board Members asked about/commented on the following topics and Chief McCaffrey responded to all:

- School Resource Officer program in Novato
- Is it necessary for officers to run all lights during standard traffic stops
- Clarification of the organization chart and location of the Community Services Officers
- Clarification of National Night Out and what the community members were interested in talking about
- Training possibilities based on the citizen complaint discussed earlier by Chief McCaffrey
- Explanation of the department being more proactive vs. reactive
- How body cam footage is utilized
- Discussion of police department data and how it is collected and disseminated
- Requested the SROs present to PARB when available
- Requested body cam and car cam presentation when available

PUBLIC COMMENT: None

G. COMMITTEE AND LIAISON REPORTS

G. 1. Board Member Reports

Vice Chair Portje asked the clarifying question regarding when in the process it is acceptable to speak on a topic or, more appropriately, agendize a topic for a future meeting. Assistant City Manager Deakyne answered stating that it is necessary to follow the Brown Act and make a motion to place something on a future agenda with a second from another Board member.

Vice Chair Portje made a motion to agendize at a future meeting a further discussion of department activity, department trends, and statistics. Board Member Biagini seconded the motion. All Board Members voted in favor.

Board Member Bartel made a motion to agendaize at a future meeting to have a presentation made by the School Resource Officer(s). Vice Chair Portje seconded the motion. All Board Members voted in favor.

G.2. Staff Liaison Report

None.

H. ADJOURNMENT

Board Member Brizzolara motioned to adjourn. Vice Chair Portje seconded the motion. Meeting adjourned at 6:57 p.m.