



CITY OF NOVATO
CALIFORNIA

POLICE ADVISORY AND REVIEW BOARD MEETING

Agenda

Thursday, May 5, 2022 – 5:30 PM

Council Chambers, 901 Sherman Ave.

Board Chair

Ky Medigovich

Vice Chair

Jeremy Portje

Board Members

Bruce Bartel

Megan Brizzolara

Francis Drouillard

Bruce Ritter

Kenneth Tashian

The Police Advisory & Review Board welcomes you to attend its meetings which are regularly scheduled four times per year. Your interest is encouraged and appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (415) 899-8986. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting. The Multicultural Advisory Commission may discuss and/or take action on any or all of the items listed on the agenda irrespective of how the agenda items are described.

Public Participation/Comment Instructions

Members of the public may participate and provide comments to the Police Advisory & Review Board as follows:

- **Written public comments** may be submitted by email to hr@novato.org. Written public comments received more than 3 hours prior to the start of the meeting will be distributed to the Police Advisory & Review Board. Written public comment received after the 3 hour deadline, including those received during and after the meeting, will be collected and placed in the public record. Written public comments will not be read during the meeting.

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF FINAL AGENDA

C. PUBLIC COMMENT

There is a three-minute time limit to speak, although the Chair may shorten the time based on the number or speakers or other factors. A speaker may not yield their time to another speaker.

For issues raised during Public Comment that are not on the published agenda, except as otherwise proved under the Ralph M. Brown Act, no action can legally be taken. The PARB may direct that the item be referred to Human Resources for action or may schedule the item on a subsequent agenda.

D. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single vote of the PARB. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any PARB member may remove an item from the Consent Calendar and place it under General Business for discussion.

D.1. Approve the meeting minutes of February 3, 2022

E. UNFINISHED AND OTHER BUSINESS

F. GENERAL BUSINESS

F.1. Introduction of New PARB Members (Francis Drouillard & Kenneth Tashian)

F.2. Selection of PARB Member for the City of Novato Sergeant Recruitment Oral Board (Greg Canfield)

F.3. Presentation on AB481 – Military Equipment (Lieutenant Howard)

F.4. Presentation on Axon Body Cameras (Lieutenant Jacob)

F.5. Review of Department Activity and Citizen Complaints Filed Since Last Meeting (Captain D’Amico)

G. COMMITTEE AND LIASION REPORTS

G.1. Board Member Reports

G.2. Staff Liaison Report

H. ADJOURNMENT

If urgent matters arise after the publication of the regular agenda, there will be an addendum. It will be posted at the referenced locations mentioned in the Affidavit of Posting before the meeting begins.

Materials, that are submitted to members of the PARB after the distribution of the agenda packet, are available for public inspection in the City Clerk's Office, located at 922 Machin Avenue during normal business hours. Such materials shall also be made available on the City of Novato website at novato.org when practical and provided that City staff is able to post those documents prior to the meeting. Also, when non-confidential written materials are distributed to members of the PARB during a public meeting by staff or a member of the PARB, copies shall be made available to members of the public following that meeting.

AFFIDAVIT OF POSTING

I, Greg Canfield, certify that on Monday, May 2, 2022 the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website at novato.org.

/Greg Canfield/

Greg Canfield, Management Analyst I



**CITY OF NOVATO
CALIFORNIA**

POLICE ADVISORY AND REVIEW BOARD

DRAFT MEETING MINUTES

**Thursday, February 3, 2022
5:30 PM**

Teleconference via ZOOM

A. CALL TO ORDER

The meeting was called to order at 5:32 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
Hank Schreeder, Chief of Police
Jessica Collins, HR Manager
Sasha D'Amico, Captain
Mike Howard, Lieutenant
Greg Canfield, Management Analyst

Absent:

None

B. APPROVAL OF FINAL AGENDA

Board Action: Upon motion by Board Member Biagini and seconded by Board Member Ritter, the Board voted 7-0 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 November 4, 2021

Board Action: Upon motion by Board Member Ritter and seconded by Board Member Biagini, the Board voted 7-0 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 Interim Police Chief Hank Schreeder

Due to technical issues the Police Chief was unable to attend the meeting at the scheduled time. This item was moved to later in the agenda when the Chief was available.

Board Action: Upon motion by Vice Chair Portje and seconded by Board Member Biagini, the Board voted 7-0 to approve moving this item out of order.

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

Assistant City Manager Deakyne introduced the City of Novato Interim Police Chief Hank Schreeder. Chief Schreeder provided an introduction of himself. Comments were made and questions were asked by the Board Members, which were answered by Chief Schreeder.

PUBLIC COMMENT:

1. Eva

F.2. Discussion of Police Chief Recruitment

Greg Nelson and Bryan Noblett of Mosaic Partners were introduced as the firm that is currently handling the Police Chief recruitment. They provided a tentative timeline for the Police Chief recruitment. The Board was provided with an opportunity to ask questions about the recruitment process. Mr. Nelson and Mr. Noblett responded to those questions. Additionally, each Board Member had the chance to state what they felt were the important characteristics of the next Police Chief for Novato. Mr.

Nelson and Mr. Noblett took notes on what the Board Members relayed and will be sharing this with the City Manager.

PUBLIC COMMENT:

1. Julie/Jill Anderson
2. Eva
3. Phoebe Smith
4. Heidi Merchen
5. Kevin Morrison
6. Kate Reza

F.3. Update on School Resource Officer Program

Captain Sasha D'Amico presented an update on the School Resource Officer Program (SRO). Captain D'Amico provided an update on what services the SRO provides to the Novato Unified School District. Captain D'Amico presented the results of the SRO Committee Agreement, which were 14 different items that several groups voted on to determine which services the SROs would provide. Discussion topics for the upcoming January 2022 meeting were also set. Comments were made and questions were asked by the Board Members, which were answered by Captain D'Amico.

PUBLIC COMMENT:

1. Eva
2. Phoebe Smith
3. Kate Reza

F.4. Presentation on the Racial and Identity Profiling Act (RIPA)

Lieutenant Mike Howard presented on the Racial and Identity Profiling Act (RIPA). Lieutenant Howard provided a summary of RIPA data collection requirements, along with the City of Novato process and policy. Information is collected daily and the Supervisors review the collected data every night. Training and expectations are set based on data that is being collected. Additionally, they are collecting and submitting data to follow state regulations. Audits are processed quarterly and data reports are sent for review based on each officers submitted data. Comments were made and questions were asked by the Board Members, which were answered by Lieutenant Howard.

PUBLIC COMMENT:

1. Heidi Merchen
2. Eva

F.5. Review of Department Activity and Citizen Complaints Filed Since Last Meeting

Interim Police Chief Schreeder stated that there have been no complaints since the last PARB meeting.

PUBLIC COMMENT:

1. Heidi Merchen

G. COMMITTEE AND LIAISON REPORTS

G. 1. Board Member Reports

None.

G.2. Staff Liaison Report

None.

H. ADJOURNMENT

Board Member Ritter motioned to adjourn. Board Member Biagini seconded the motion. Meeting adjourned at 8:11 p.m.