



**CITY OF NOVATO  
CALIFORNIA**

**POLICE ADVISORY AND REVIEW BOARD**

**Thursday, August 4, 2022  
5:30 PM**

**Council Chambers, 901 Sherman Ave.**

**A. CALL TO ORDER**

The meeting was called to order at 5:31 p.m. by Chair Ky Medigovich.

**ROLL CALL:** Present: Ky Medigovich, Board Chair  
Jeremy Portje, Vice Chair  
Bruce Bartel, Board Member  
Meg Brizzolara, Board Member  
Frank Drouillard, Board Member  
Bruce Ritter, Board Member

Staff Present: Beth Johnson, Police Chief  
Sasha D'Amico, Police Captain  
Jessica Collins, HR Manager  
Greg Canfield, Management Analyst

Absent: Ken Tashian, Board Member

**B. APPROVAL OF FINAL AGENDA**

Board Action: Upon motion by Board Member Ritter and seconded by Board Member Brizzolara, the Board voted 6-0 to approve the final agenda.

AYES: Medigovich, Portje, Bartel, Brizzolara, Drouillard, Ritter  
NOES: None  
ABSENT: Tashian

**C. PUBLIC COMMENT**

None

**D. CONSENT CALENDAR**

**D.1. Approve the meeting minutes from May 5, 2022**

Board Action: Upon motion by Board Member Bartel and seconded by Board Member Drouillard, the Board voted 5-0-1 to approve the meeting minutes from May 5, 2022.

AYES: Medigovich, Bartel, Brizzolara, Drouillard, Ritter  
NOES: None  
ABTAIN: Portje  
ABSENT: Tashian

**E. UNFINISHED AND OTHER BUSINESS**

There was no unfinished or other business.

**F. GENERAL BUSINESS**

**F.1. Introduction of New Police Chief, Beth Johnson**

HR Manager Jessica Collins introduced new City of Novato Police Chief, Beth Johnson. Chief Johnson provided a brief introduction of her previous employment history before arriving in Novato.

The Board welcomed Chief Johnson.

PUBLIC COMMENT:

None.

**F.2. Introduction of New PARB Member, Ken Tashian**

Board Member Tashian was not present at the meeting.

Board Member Portje requested that staff reach out to Tashian again to try and gain his attendance at the next meeting. It was suggested that a letter be sent by certified mail.

PUBLIC COMMENT:

None.

**F.3. Selection of PARB Member for the City of Novato Corporal Recruitment Oral Board**

Management Analyst Greg Canfield announced that the City is currently recruiting to fill a vacant Corporal position within the Police Department. Oral Boards will be conducted for two internal candidates on Tuesday, August 30, 2022. The City has requested that a member from PARB participate on the Community Panel. Board Member Drouillard mentioned that he was recently able to assist with the Sergeant panel and reiterated

that it was a worthwhile endeavor. Chair Medigovich volunteered to be on the panel.

Board Action: Board Member Drouillard made a motion to have Chair Medigovich participate on the oral board for the Corporal recruitment on August 30, 2022. Board Member Portje seconded the motion. The Board voted 6-0 to approve the motion.

AYES: Medigovich, Portje, Bartel, Brizzolara, Drouillard, Ritter  
NOES: None  
ABSENT: Tashian

There were no comments or questions from the Board Members.

PUBLIC COMMENT:

None.

**F.4. Elections of Chair and Vice Chair for PARB**

Board Action: Upon motion by Board Member Ritter and seconded by Chair Medigovich, the Board nominated Vice Chair Portje as Chair. The Board voted 5-1 to approve the nomination.

AYES: Medigovich, Portje, Bartel, Brizzolara, Ritter  
NOES: Drouillard  
ABSENT: Tashian

Board Action: Upon motion by Board Member Ritter and seconded by Chair Portje, the Board nominated Board Member Brizzolara as Vice Chair. The Board voted 6-0 to approve the nomination.

AYES: Medigovich, Portje, Bartel, Brizzolara, Drouillard, Ritter  
NOES: None  
ABSENT: Tashian

PUBLIC COMMENT: None

**F.5. Review of Activity in the School Resource Program**

Captain Sasha D'Amico presented on the School Resource Program. Captain D'Amico discussed the NUSD Tiered Intervention Matrix. She relayed topics of school safety that has been worked on with the school district, including upcoming trainings for school personnel. She stated the status of the program staffing and that Lieutenant Chris Jacob had taken over command of the program. Captain D'Amico ended by relaying the intentions of the department, along with the school district, on how they can evolve partnerships to also include the community.

Chair Portje, Vice Chair Brizzolara, and Board Members Medigovich, Ritter, Drouillard, and Bartel provided Captain D'Amico with questions and comments. Captain D'Amico responded to all questions.

PUBLIC COMMENT:

None.

**F.6. Review of Department Activity and Citizen Complaints Filed Since Last Meeting**

Chief Johnson relayed that there were 5 citizen complaints since the last meeting in May. The complaints were based in discourtesy, unlawful detention, unlawful arrest, failure to perform duty and bias. In each instance the disposition was the Department and its employees operated in a lawful and appropriate manner, all complaints were exonerated. Chief Johnson also provided a department update stating that Novato PD had participated in several community events, such as, Kids vs. Cops soccer game with North Marin Community Services, the Art and Wine Festival, Rock the Block, the Special Olympics Torch Run, and the Fourth of July Parade on Grant Avenue. She also stated that Novato PD had just run a successful National Night Out event held on the Pocket Park at the Downtown Recreation Center. Lastly, Chief Johnson reported on the status of several Novato PD employees and their statuses within their specialty assignments.

Chair Portje, Vice Chair Brizzolara, and Board Members Medigovich, Ritter, Drouillard, and Bartel provided Chief Johnson with questions and comments. Chief Johnson responded to all questions.

PUBLIC COMMENT:

None.

**G. COMMITTEE AND LIAISON REPORTS**

**G. 1. Board Member Reports**

Board Member Drouillard reported on being a part of the Sergeant oral board.

Board Member Medigovich recommended that if/when the Novato PD brings back the Citizen's Academy that everyone should take the opportunity to attend.

Board Member Ritter had no report.

Board Member Brizzolara mentioned she was interested in having a report presented on RIPA data and crime statistics.

Board Member Bartel reported that he attended a meeting with the School Law Enforcement Partnership (SLEP), as well as attending Chief Johnson's swearing in ceremony, and the Novato PD National Night Out event.

Board Action: Board Member Bartel made a motion to have the next meeting moved due to an inability to make the next scheduled date. It was suggested to move the meeting to two weeks later on Thursday, November 17, 2022. Vice Chair Brizzolara seconded the motion. The Board voted 5-0-1 to approve the motion.

AYES: Portje, Brizzolara, Bartel, Drouillard, Ritter  
ABSTAIN: Medigovich  
NOES: None  
ABSENT: Tashian

Chair Portje stated that he would like the Board to discuss the scope and role of PARB.

Board Action: Chair Portje made a motion to have a discussion regarding the scope and role of the PARB. Board Member Ritter amended, and seconded, the motion to include the presence of the city attorney when this agenda item was brought before the Board. The Board voted 5-1 to approve the motion.

AYES: Portje, Brizzolara, Bartel, Medigovich, Ritter  
NOES: Drouillard  
ABSENT: Tashian

## **G.2. Staff Liaison Report**

None.

## **H. ADJOURNMENT**

Board Member Ritter motioned to adjourn. Board Member Bartel seconded the motion. Meeting adjourned at 7:25 p.m.