



**CITY OF NOVATO
CALIFORNIA**

POLICE ADVISORY AND REVIEW BOARD

**Thursday, November 2, 2023
5:30 PM**

Council Chambers, 901 Sherman Ave.

A. CALL TO ORDER

The meeting was called to order at 5:31 p.m. by Board Chair Frank Drouillard.

ROLL CALL: Present: Frank Drouillard, Board Chair
Alice Dow, Board Vice Chair
Bruce Bartel, Board Member
Anne Glasscock, Board Member
Ky Medigovich, Board Member
William Palmini, Board Member
Bruce Ritter, Board Member

Staff Present: Amy Cunningham, Deputy City Manager
Jim Naugle, Police Chief
Jim Correa, Police Captain
Sasha D’Amico, Police Captain
Chris Jacob, Police Lieutenant
Alan Bates, Police Sergeant
Jessica Collins, HR Manager
Greg Canfield, Management Analyst II

Absent: None

B. APPROVAL OF FINAL AGENDA

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

AYES: Drouillard, Dow, Bartel, Glasscock, Medigovich, Palmini, Ritter
NOES: None
ABSENT: None

C. PUBLIC COMMENT

None

D. CONSENT CALENDAR

D.1. Approve the meeting minutes from August 3, 2023

Board Action: Upon motion by Board Member Ritter and seconded by Board Member Glasscock, the Board voted 6-0-1 to approve the meeting minutes from August 3, 2023.

AYES: Drouillard, Dow, Glasscock, Medigovich, Palmini, Ritter
NOES: None
ABSTAIN: Bartel
ABSENT: None

E. UNFINISHED AND OTHER BUSINESS

There was no unfinished or other business.

F. GENERAL BUSINESS

F.1. Introduction of Chief Jim Naugle

Management Analyst Greg Canfield introduced the new Polie Chief Jim Naugle. Chief Naugle is the 13th Chief of Police in Novato's history and he began his employment with the City of Novato on October 23, 2023. A swearing-in ceremony is scheduled for November 14, 2023.

Chief Naugle introduced himself to the Board and stated his excitement about being a part of the City of Novato.

Board Chair Drouillard welcomed Chief Naugle and spoke on his participation on the panel for the Chief of Police interviews.

PUBLIC COMMENT:

None

F.2. Review of Activity in the School Resource Program

Lieutenant Chris Jacob introduced Sergeant Alan Bates who then presented on the School Resource Program. Sergeant Bates presented the statistics for the School Resource Officers based on the first 49 school days. He also spoke about eBikes, the Vigilant Parent program, and backpacks the Novato PD put together in cooperation with the Sparkle Foundation. Lieutenant Jacob closed by stating that the annual report was posted on the City of Novato website.

Board Members Glasscock, Palmini, Vice Chair Dow and Chair Drouillard provided Lieutenant Jacob, along with Sergeant Bates, with questions and comments. Sergeant Bates responded to all questions.

PUBLIC COMMENT:

None

F.3. Receive a Presentation on the Emergency Operations Plan

Captain Jim Correa presented on the City of Novato Emergency Operations Plan (EOP). The plan is jointly managed by the Novato Police Department and the Novato Fire District. Captain Correa discussed what the Emergency Operations Plan is and why the plan is necessary. He relayed how the EOP was developed and provided plan highlights, including which hazards provide a larger concern for Novato's geographical region. He also provided examples of training, along with the roles and responsibilities of the Police and Fire Departments.

Board Members Medigovich, Ritter, Glasscock, Palmini, Bartel and Chair Drouillard provided Captain Correa with questions and comments. Captain Correa and Captain Sasha D'Amico responded to all questions.

PUBLIC COMMENT:

None

F.4. Review of Department Activity and All Citizen Complaints Filed Since Last Meeting

Police Chief Jim Naugle relayed that there were 3 citizen complaints since the last meeting in August. Complaints #1 & #3 are still in the investigative process with portions of the complaint being ruled as unfounded. Complaint #2 was decided to be unfounded.

Chief Naugle also noted that NPD had recently promoted a Sergeant to Lieutenant, a Corporal to Sergeant, and an Officer to Corporal within the Department. He also relayed a recent story regarding a Novato Officer who participated in lifesaving measures of a local resident. The Officer is being nominated for a lifesaving award. He mentioned the award of two separate grants to the Department. Chief Naugle finished by providing a comprehensive list of the community outreach events that the Department participated in since the previous meeting in August.

Board Members Medigovich, Glasscock, Bartel, Palmini, and Chair Drouillard provided Chief Naugle with questions and comments. Chief Naugle and Captain D'Amico responded to all questions.

PUBLIC COMMENT:

None

G. COMMITTEE AND LIAISON REPORTS

G. 1. Board Member Reports

Board Chair Drouillard reported on being a part of the community panel for the Chief of Police oral board.

Board Vice Chair Dow had no report.

Board Member Bartel reported on his attendance at the SLEP meeting with local police departments and schools. He also attended the most recent Citizens Academy with the Novato Police Department, which was his second time attending. Lastly, he spoke about his ride along with the Fire Mitigation Ranger.

Board Member Glasscock reported on being a part of the community panel for the Police Lieutenant oral board.

Board Member Medigovich had no report.

Board Member Palmini reported on being a part of the community panel for the Police Sergeant oral board.

Board Member Ritter had no report.

G.2. Staff Liaison Report

None

H. ADJOURNMENT

Board Member Ritter motioned to adjourn. Board Member Bartel seconded the motion. The meeting adjourned at 6:39 p.m.