



## City of Santa Barbara

FIRE & POLICE COMMISSION  
SANTA BARBARA CITY HALL,  
COUNCIL CHAMBERS  
735 ANACAPA STREET

MEETING AGENDA  
OCTOBER 26, 2023  
4:00 P.M.

[www.SantaBarbaraCA.gov](http://www.SantaBarbaraCA.gov)

### Commissioners

Lizzie Rodriguez (Chair)  
Linda Dozer (Vice Chair)  
Dan Herlinger  
Gary Hill  
Aaron Edward Jones

**City of SB Council Liaison** – Oscar Gutierrez

### Staff

Chris Mailles, Fire Chief  
Kelly Gordon, Police Chief  
John S. Doimas, Assistant City Attorney  
Barbara Andersen, Senior Assistant to  
the City Administrator  
Talhia Dorado, Administrative Specialist,  
City Administrator's Office  
Nicole Grisanti, Supervisor,  
City Administrator's Office

### HOW TO REMOTELY OBSERVE AND/OR SPEAK AT A LIVE MEETING:

**Web:** <https://santabarbaraca-gov.zoom.us/j/82059460373?pwd=RU9XSm04ekVuS3hMMEk2TmhRdnh3dz09>

(Participation via Zoom)

**Telephone:** Call 1-669-444-9171 and enter Webinar ID 837 8190 8910

**Passcode:** 068717 (Press \*9 to raise/lower hand; press \*6 to mute/unmute)

- **Online Streaming:** Fire and Police Commission meetings are streamed live on the City's YouTube Channel at: <https://santabarbaraca.gov/government/city-hall/city-tv-livestream> and are available for viewing after the meeting at: <https://santabarbaraca.gov/fire-police-commission/fire-police-commission-videos>.
- **TV:** Each Fire and Police Commission meeting is broadcast live in English and Spanish on City TV Channel 18 and rebroadcast in English throughout the week. Check the City Program guide at [www.santabarbaraca.gov/citytv](http://www.santabarbaraca.gov/citytv) for rebroadcasts.

**PUBLIC COMMENT:** At the beginning of the meeting, any member of the public may address the Fire and Police Commission on any subject matter within the jurisdiction of the Fire and Police Commission that is not on the Commission's agenda. The total amount of time for public comments will be 10 minutes, and no individual speaker may speak for more than 2 minutes. Contact Commission Secretaries at least 24 hours in advance to participate in public comment remotely, should a member of the public require an Americans with Disabilities Act accommodation.

**IN-PERSON PUBLIC COMMENT:** A member of the public may address the Fire and Police Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

**REMOTE PUBLIC COMMENT:** Members of the public wishing to make a remote public comment must "raise their hand" in the Zoom Webinar by selecting the virtual hand icon. The keyboard shortcut for this is Alt+Y for Windows and Option+Y for Macs. Staff will activate the speaker's microphone when the speaker's name is called. The speaker will then need to unmute themselves. The keyboard shortcut for this is Alt+M for Windows and Command+Shift+A for Macs.

**WRITTEN PUBLIC COMMENT:** Public comments sent via email to [FPCComments@santabarbaraca.gov](mailto:FPCComments@santabarbaraca.gov) and received no later than one (1) hour before the meeting will be submitted to the Fire and Police Commissioners and will become part of the public record.

**REPORTS:** Copies of documents relating to agenda items (as well as materials related to agenda items that were submitted to the Fire & Police Commission after distribution of the agenda) are available online at [www.santabarbaraca.gov/gov/brdcomm/dm/firepolice/agendas.asp](http://www.santabarbaraca.gov/gov/brdcomm/dm/firepolice/agendas.asp)

**CONSENT CALENDAR:** The Consent Calendar is comprised of items that will not usually require discussion by the Fire and Police Commission. A Consent Calendar item is open for discussion by the Fire and Police Commission upon request of a Commissioner, Fire and Police staff, or a member of the public. Items on the Consent Calendar may be approved by a single motion. Members of the public wishing to speak on an item listed on the Consent Calendar must turn in a "Request to Speak" form or "Raise their Hand" in the Zoom webinar prior to the Consent Calendar items being approved by the Fire and Police Commission.

**AMERICAN WITH DISABILITIES ACT:** If you need auxiliary aids or services or staff assistance to attend or participate in this meeting, please contact Talhia Dorado, Commission Secretary at (805) 564-5305 or Nicole Grisanti, Administrator's Office Supervisor at (805) 564-5301. If possible, notification at least 48 hours prior to the meeting will usually enable the City to make reasonable arrangements. Specialized services, such as sign language interpretation or documents in Braille, may require additional lead time to arrange.

**NOTICES:** This Agenda was duly posted in the Office of the City Clerk and on the Public Notice Board on the outside balcony of City Hall, 735 Anacapa Street, as well as on the Internet at least 72 hours prior to the date and time of the meeting.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CHANGES TO THE AGENDA**

**4. GENERAL PUBLIC COMMENT**

*Any member of the public may address the Fire and Police Commission for up to two (2) minutes on any subject within the jurisdiction of the Commission that is not scheduled for a public discussion before the Commission.*

**5. APPROVAL OF SPECIAL MEETING MINUTES FROM SEPTEMBER 28, 2023**

**6. CITY OF SANTA BARBARA ADVISORY GROUP DECORUM AND PURVIEW TRAINING**

*City Clerk Services Manager Sarah Gorman and Human Resources Manager Graciela Reynoso will share best practices for managing the role and responsibilities of serving on the Fire and Police Commission.*

**7. OVERVIEW OF THE IMPACTS OF THE OPIOID EPIDEMIC IN THE CITY OF SANTA BARBARA AND USE OF OPIOID SETTLEMENT FUNDS**

*The Santa Barbara Police Department and Fire Department will provide an overview of their response to incidents involving substance abuse including fentanyl related overdoses and Narcan deployments that have increased exponentially over the last several years.*

*Commander Shawn Hill and Administrative Services Manager Lori Petersen will then share information regarding the \$197,181 in opioid settlement funds received by the City of Santa Barbara as well as the parameters on how these funds can be allocated.*

**8. COMMUNITY PARTNER PRESENTATION ON YOUTH AND SUBSTANCE ABUSE BY COUNCIL ON ALCOHOLISM AND DRUG ABUSE (CADA)**

*Michelle Kerwood, Director of Youth Treatment Services at the Council on Alcoholism and Drug Abuse will speak specifically to substance abuse among our youth and local resources that are available to address the increasing needs including the Daniel Bryant Youth and Family Centers.*

**9. QUARTERLY REPORT OF COMPLAINTS RECEIVED BY THE SANTA BARBARA POLICE DEPARTMENT**

*Commander Kasi Corbett of the Police Department will speak to the quarterly reporting of complaints received by the Department as required under the new oversight duties of the Fire and Police Commission.*

## **10. FIRE AND POLICE COMMISSION WORK PLAN**

*Per the Ordinance assigning new duties and authorities to the Fire and Police Commission, it states [2.09.040 B(9)] that the police monitor role within the City Administrator's Office will coordinate with the Commission to submit an annual report and work-plan to the City Council no later than March 1 of each year. This will be the final review and adoption of the Fire and Police Commission Work Plan for submission to the Mayor and Council in February 2024.*

## **11. COMMISSION AND STAFF COMMUNICATION**

## **12. ADJOURNMENT**



**CITY OF SANTA BARBARA  
FIRE & POLICE COMMISSION  
September 28, 2023  
REGULAR MEETING MINUTES  
Santa Barbara City Hall, Council Chambers  
735 Anacapa Street, Santa Barbara, CA 93101**

**CALL TO ORDER**

The meeting on Thursday, September 28, 2023, was called to order at 4:30 p.m.

**OATH OF OFFICE FOR NEW COMMISSIONER**

Aaron Edward Jones took his Oath of Office for Fire and Police Commission.

**ROLL CALL**

Fire & Police Commissioners:

Commissioners Present:

Lizzie Rodriguez, Chair  
Linda Dozer, Vice Chair  
Daniel Herlinger, Commissioner  
Gary Hill, Commissioner  
Aaron Edward Jones, Commissioner

Staff Present:

Kelly Gordon, Police Chief  
Barbara Andersen, Senior Assistant to the City Administrator  
John S. Doimas, Assistant City Attorney IV  
Talhia Dorado, Commission Secretary  
Nicole Grisanti, Commission Secretary

**CHANGES TO THE AGENDA**

None

**PUBLIC COMMENT**

Public Comment Received.

**APPROVAL OF MINUTES FROM AUGUST 24, 2023**

**MOTION:** A motion was made by Commissioner Herlinger to approve the August 24, 2023 meeting minutes. Motion was seconded by Commissioner Hill.

**VOTE:** Electronic vote results showed **4:1**; (4) in favor of approving minutes and (1) abstention.

### **FIRE AND POLICE COMMISSION WORK PLAN**

Per the Ordinance assigning new duties and authorities to the Fire and Police Commission, it states [2.09.040 B(9)] that the police monitor role within the City Administrator's Office will coordinate with the Commission to submit an annual report and work-plan to the City Council no later than March 1 of each year. This was the initial review and discussion of the proposed Work Plan for input from all Commissioners.

The Commission proposed that the second priority in the Work Plan regarding review of the complaint process should also include increasing accessibility to complaint forms and strengthening broader community understanding of the complaint process. There was also additional discussion about community engagement and how the Commission can better facilitate it in coordination with City staff.

### **REVIEW OF THE SANTA BARBARA POLICE DEPARTMENT CRITICAL INCIDENT POLICY AND RESPONSE**

Chief Kelly Gordon reviewed the critical incident policy and response for the Santa Barbara Police Department including officer involved shootings or deaths. The Assistant City Attorney IV, John Doimas, Assistant District Attorney, Kelly Duncan, and Department of Justice Special Agent in Charge, John Ainilian spoke on the role of the City Attorney's Office, District Attorney's Office, U.S. Department of Justice as well as the Fire and Police Commission in response to such incidents.

### **COMMISSION AND STAFF COMMUNICATIONS**

Chair Rodriguez and Commission Herlinger shared their experience attending the Santa Barbara Police Department Pinning and Promotion Ceremony and suggested that the public to attend these events. Chair Rodriguez and Commissioner Jones praised the Police Department for how the recent community demonstration and protest was managed.

### **ADJOURNMENT**

The meeting was adjourned at 6:38 p.m.



**City of Santa Barbara**  
**POLICE DEPARTMENT**

**Memorandum**

**DATE:** October 15, 2023  
**TO:** Fire and Police Commission  
**FROM:** Commander Kasi Corbett  
**SUBJECT:** Quarterly Report: July - September 2023

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The City Council approved an Ordinance of the Council of the City of Santa Barbara amending the municipal code by adding chapter 2.09 to assign additional civilian police oversight duties to the board of the Fire and Police Commissioners on October 18, 2022.

As stated in section 2.09.010 of the Ordinance: the purpose of the ordinance is to strengthen the relationship between the Santa Barbara Fire Department and Police Department with the community by providing transparent oversight and increased civilian input regarding departmental policies, practices, and procedures.

As stated in section 2.09.040 of the Ordinance: Under Powers and Duties specifically section B4: Receive reports from the Chief of Police or the City Administrator's Office that contain aggregate data regarding internal investigations and subsequent employment actions taken. The reports shall not disclose any information in violation of state and local law regarding the confidentiality of personnel records, including but not limited to, California Penal Code Section 832.7. Aggregate data includes the following:

- **The number of complaints of department sworn employees submitted to the Professional Standards Unit (PSU) on a quarterly basis.**
  - For the period July 1, 2023, through September 30, 2023, the Santa Barbara Police Department received the following number of complaints submitted involving sworn employees:
    - Citizen Complaints – 9
    - Administrative Complaints - 3

- **The number of pending PSU investigations, and the related policy section of misconduct that are being investigated on a quarterly basis.**
  - For the period July 1, 2023, through September 30, 2023, the Santa Barbara Police Department opened the following PSU investigations involving sworn employees:
    - Relevant policy sections of all investigations:
      - 4 cases - 321.3.2 (k) Discourteous, disrespectful, or discriminatory treatment of any member of the public or any member of this department.
      - 3 cases - 321.3.5 (c) Unsatisfactory work performance, including but not limited to, failure, incompetence, inefficiency, or delay in performing.
      - 3 cases - 321.3.3 (a) Discriminate against any person because of age, race, color, creed, religion, sex, sexual orientation, national origin, ancestry, martial status, physical or mental disability or medical condition.
      - 1 case - 403.3 The first officer at the scene of a crime or major incident is generally responsible for the immediate safety of the public and preservation of the scene.
      - 1 case - 321.3.8 (b) Failure of a supervisor to timely report known misconduct of an employee to his or her immediate supervisor or to document such misconduct appropriately or as required by policy.





# CITY OF SANTA BARBARA

## FIRE AND POLICE COMMISSION

### WORK PLAN (**FINAL DRAFT**) 2023 – 2024

#### BACKGROUND

Per the Ordinance assigning new duties and authorities to the Fire and Police Commission, it states [2.09.040 B(9)] that the police monitor role within the City Administrator's Office will coordinate with the Commission to submit an annual report and work-plan to the City Council no later than March 1 of each year.

#### PURPOSE

The purpose of the Fire and Police Commission is to act in an advisory capacity to the City Council and to the City Administrator in all matters relating to the efficient and adequate Fire and Police protection for the City of Santa Barbara.

The Commission is dedicated to strengthening the relationship between the community and the Santa Barbara Police Department and Fire Department by providing transparent oversight and increased civilian input regarding departmental policies, practices, and procedures.

#### 2023 – 2024 KEY PLANNING OBJECTIVES

The Fire and Police Commission is a chartered Commission and has long-standing, quasi-judicial duties relating to permitting and operating policies facilitated through the Santa Barbara Police Department. The following planning objectives do not include these regular business items that are addressed during public meetings.

The Fire and Police Commission is proposing to accomplish the following planning objectives in the 2023 and 2024 calendar years:

- (1) **Ensure completion of the Orientation and Training requirements.** The ordinance adopted by Mayor and Council that assigned new duties and authorities to the Fire and Police Commission details a rigorous Orientation and Training program that Commissioners are required to complete within nine months of taking their Oath of Office. This includes:
  - a. The requirements of the California Public Safety Officers Procedural Bill of Rights Act and the California Firefighters Procedural Bill of Rights Act.
  - b. The requirements of California's Political Reform Act and California's Brown Act.

- c. Training on police oversight and community policing that may include, but not be limited to, Public Records Act, confidentiality requirements, and creation of the police decertification process and expansion of civil liberty exposure.
- d. Training to better understand the history of race and policing, the importance of equity, and the cultures that make up the Santa Barbara community.
- e. Training on components of the criminal justice system and other relevant subject matters facilitated by the Police Department or through the Citizen Academy including, at a minimum, constitutional rights and civil liberties, fundamentals of procedure, evidence, due process and procedural rights, use of force and de-escalation practices, and investigation techniques.
- f. Each Commissioner shall participate in a four-hour minimum day shift and four-hour minimum night shift ride-along with the Police Department and four-hour minimum day shift with the Fire Department at least twice per four-year Commissioner term. Commissioners can request for accommodations.
- g. Training on the quasi-judicial duties and obligations of the Commission as well as on governance practices, meeting facilitation, formal meeting protocols and communications, and community outreach practices.

(2) **Review the Santa Barbara Police Department Complaint Process and Use of Force Investigation Policy and Process and work with City staff to broaden community understanding of the complaint process and access to the complaint form.** The understanding of the complaint process and use of force investigation policy and process is fundamental to civilian oversight of the Santa Barbara Police Department. Commissioners will be fully informed about these processes, including the difference between complaints and investigations and how each are managed. Commissioners will also coordinate closely with City staff to facilitate more community education on the complaint process as well as accessibility to the complaint form to help overcome any perceived barriers to filing complaints regarding police misconduct.

(3) **Receive the Final Report of the Audit of the Santa Barbara Police Department and monitor the implementation of key recommendations.** The City Council approved conducting an Audit of the Santa Barbara Police Department in June 2022 as a key component of creating and implementing a new civilian oversight system for law enforcement. The OIR Group, an independent team of police practice experts, was the firm selected to conduct the Audit due to their more than two decades of experience in oversight. The Scope of Work for the Audit included review of: (1) the Department's complaint process; (b) the need for Executive Development and Leadership training; (c) employee retention and recruiting; (d) Use of Force training and review; and (e) General policy compliance.

The Audit was completed in March 2023 and includes 31 recommendations for consideration. The Commission will review the completed Audit and receive the

status on the implementation of recommendations. The Commission will then be monitoring the recommendations that have yet to be implemented in coordination with the City Administrator's Office and the Santa Barbara Police Department.

- (4) **Advise the City Administrator's Office on the updating of the Fire and Police Commission Policies and Procedures to align with its new duties and authorities.** Given that the Fire and Police Commission has new duties and authorities relating to civilian oversight of the Santa Barbara Police Department, it is important that the Commission's policies and procedures are updated to align with these new responsibilities and meet the community expectations for transparency and accountability. This will include a detailed review of current policies and procedures as well as a review of new City Advisory Group guidelines, and any recommended changes.
- (5) **Review and advise on updates to the Tow Rotation List and Tow Operating Policies.** As part of the Fire and Police Commission's quasi-judicial duties, it oversees the adding and removing of operators from the Tow Rotation List as well as any updating of policies and procedures. City staff is advising the Commission to prioritize review of these policies and procedures over the next year. This will include a detailed review by the Commission along with any recommended changes.
- (6) **Review the critical incident policy of the Santa Barbara Police Department and advise on opportunities to facilitate community engagement and information sharing in coordination with the Fire and Police Commission.** There is a very strict policy that needs to be adhered to in response to critical incidents as they often involve multiple agencies and extended investigations. It is also understood that there is a need to share information to ensure that City of Santa Barbara residents and visitors feel safe and that we are meeting our commitment for greater transparency and accountability.

The Fire and Police Commission has an important role in building trust with the broader community and ensuring that information is being shared when it is accessible as well as being open about why certain information cannot be shared during an ongoing investigation. The Commission will be briefed on the critical incident policy and will coordinate with the City Administrator's Office and the Santa Barbara Police Department on opportunities to collaborate on maximizing existing, and creating new, pathways for information sharing with the community.

- (7) **Advise the City Administrator's Office on a public communications and outreach strategy that increases engagement from community members and organizations in issues the work under the purview of the Fire and Police Commission.** One of the responsibilities of the Fire and Police Commission is to provide a forum to facilitate communication between the community and the Fire and Police Departments, including opportunities for community input and

education on departmental policies, procedures, and practices in Santa Barbara. The Commission will discuss strategies, tools, and tactics to increase community engagement and make recommendations for implementation to the City Administrator's Office. City staff will also coordinate with the Commission on community engagement strategies as it relates to addressing significant issues and concerns as well as developing forward-thinking approaches and executing strategic planning efforts.

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### NEXT STEPS AND ACTION ITEMS

Once the Work Plan is adopted by the Fire and Police Commission, it will be submitted to Mayor and Council along with an Annual Report.~~The Fire and Police Commission Work Plan will be discussed and refined at the September 28, 2023 meeting and any edits will be incorporated for final approval and adoption during the October 26, 2023 meeting. The Annual Report and Work Plan will then be slated to present to Mayor and Council to align with the date requirement per the Ordinance which will be February 2024.~~

DRAFT