



City of Santa Barbara

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

**SPECIAL MEETING AGENDA
SEPTEMBER 28, 2023
4:30 P.M.**

www.SantaBarbaraCA.gov

Commissioners

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

City of SB Council Liaison – Oscar Gutierrez

Staff

Chris Mailes, 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/87993825520?pwd=Mi9pRCtQSWVXc1o5MTlpYm9KR3BuUT09>

(Participation via Zoom)

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

Passcode: 696832 (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 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 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

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. OATH OF OFFICE FOR NEW COMMISSIONER

3. ROLL CALL

4. CHANGES TO THE AGENDA

5. 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.

6. APPROVAL OF MINUTES FROM AUGUST 24, 2023

7. 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 initial review and discussion of the proposed Work Plan for input from all Commissioners.

8. REVIEW OF THE SANTA BARBARA POLICE DEPARTMENT CRITICAL INCIDENT POLICY AND RESPONSE

Chief Kelly Gordon will review the critical incident policy and response for the Santa Barbara Police Department including officer involved shootings or deaths. Designated staff will speak to 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.

9. COMMISSION AND STAFF COMMUNICATION

10. ADJOURNMENT



**CITY OF SANTA BARBARA
FIRE & POLICE COMMISSION
August 24, 2023
REGULAR MEETING MINUTES
Santa Barbara City Hall, Council Chambers
735 Anacapa Street, Santa Barbara, CA 93101**

CALL TO ORDER

The meeting on Thursday, August 24, 2023, was called to order at 4:03 p.m.

ROLL CALL

Commissioners Present:

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

Staff Present:

Kelly Gordon, Police Chief
Marylinda Arroyo, Assistant Police Chief
Christopher Payne, Lieutenant
Chris Mailes, Fire Chief
Brian Federman, Operations Division 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 JULY 27, 2023

MOTION: A motion was made by Commissioner Hill to approve the July 27, 2023 meeting minutes. Motion was seconded by Commissioner Herlinger.

VOTE: Electronic vote results showed four (4) in favor of approving minutes.

SANTA BARBARA POLICE DEPARTMENT RESPONSE TO INCIDENTS INVOLVING PEOPLE EXPERIENCING HOMELESSNESS WITH BEHAVIORAL HEALTH CHALLENGES

Lieutenant Christopher Payne shared details on how the Santa Barbara Police Department is responding to the increasing number of Calls for Service relating to mental health crises among people experiencing homelessness.

SANTA BARBARA POLICE DEPARTMENT MISSION STRATEGIES REPORT

Assistant Chief Marylinda Arroyo presented a brief report on the Mission Strategies of the Santa Barbara Police Department.

SANTA BARBARA FIRE DEPARTMENT INCIDENT REPORTING DATA

Fire Chief Chris Mailes presented a brief report on the Calls for Service received by the Santa Barbara Fire Department.

SANTA BARBARA FIRE DEPARTMENT'S EVALUATION PROCESS

Operations Division Chief Brian Federmann shared the process for evaluating the performance of firefighters in the Santa Barbara Fire Department.

COMMISSION AND STAFF COMMUNICATIONS

Chair Rodriguez announced that the agenda and minutes for Fire and Police Commission will be available in Spanish. Chair Rodriguez shared her experience attending National Night Out and the Youth Community Emergency Response Team (CERT) program.

Commissioner Hill requested to have a presentation about the process after an individual experiencing homelessness is admitted to the Emergency Room for public intoxication or substance abuse, specifically in regards to longer-term medical care, treatment and other services offered.

ADJOURNMENT

The meeting was adjourned at 5:45 p.m.



CITY OF SANTA BARBARA

FIRE AND POLICE COMMISSION WORK PLAN (**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.** 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.
- (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 the work 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.

NEXT STEPS AND ACTION ITEMS

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