

**POLICE ADVISORY AND REVIEW BOARD MEETING DRAFT MINUTES
CITY OF NOVATO – POLICE TRAINING ROOM
THURSDAY, NOVEMBER 1, 2018**

CALL TO ORDER

The meeting was called to order at 5:36 p.m. by acting Chair, Bruce Ritter.

ROLL CALL: Present: Bruce Ritter, Acting Chair
Bruce Bartel, Board Member
Catherine Dacre, Board Member (5:45 arrival)
Ky Medigovich, Board Member

Absent: Leslie Salazar, Board Member

Staff Present: Chief Adam McGill
Michael Antwine, Assistant City Manager

CLOSED SESSION ANNOUNCEMENT

There was no closed session.

ANNOUNCEMENTS

There were no announcements.

APPROVAL OF FINAL AGENDA:

Moved by Bartel, seconded by Medigovich, to approve the final agenda as presented.
The motion passed unanimously.

PUBLIC COMMENT:

No Public Comment

APPROVAL OF MINUTES:

Approval of the minutes for the October 25, 2018; July 5, 2018; April 5, 2018;
February 1, 2018 meetings pending.

NEW BUSINESS

- i. Introduction of new PARB Members, Ky Medigovich and Bruce Bartel.
- ii. Leslie Salazar nominated by Bartel for PARB Chair position. Medigovich seconds. Motion passes. Bartel nominates Catherine Dacre for Vice Chair. Medigovich seconds. Motion passes.
- iii. Adding a resolution to the next meeting minutes thanking George Coley and Larry Harrison for their work with PARB was discussed. All were in favor. Both are to be invited and presented with the final Resolution.
- iv. Chief McGill reviewed Department activity since last meeting:
 - a. There were 3 new complaints - 2 from public. Both were not sustained due to body camera proof that removed all doubt. One internal complaint is currently ongoing.
 - b. Chief McGill reviewed the complaint procedure stating that persons making complaints can appeal the Chief's decision with the City Manager. After which, the PARB would be given information and then make recommendations to the City Manager who makes the final decision.
 - c. Chief McGill reviewed how the body camera system works and offered demonstration at a later PARB meeting.
 - d. Chief McGill discussed ways NPD works to have good relations with the community by taking advanced crisis/de-escalation training, supporting anti-hate community events, offering Spanish language police training and reinforcing oath and bias training.
- v. PARB's future role was discussed:
 - a. Chief McGill expressed concerns about the Department's connection with all sections of the community. He would like to engage the youth center, LGBTQ, Latino and African American communities in addition to local organizations through a PD created community group aside from PARB. PARB would continue to help with citizen complaint appeals. Chief McGill would like to have an effective PARB despite Novato's community not being high risk. He reported that Council has approved PARB to meet as needed, if the group is in agreement.
 - b. Dacre recommended that PARB meet quarterly, at the most, and urged that the group strictly enforce meeting protocols so that when community complaints do arise, they will be prepared.

- c. Ritter stated that reducing the function of PARB would be a disservice to the community. He added that PARB could be better represented via the City website by posting archived agendas and minutes.
- d. Bartel gave a timeline of PARB meetings reporting that they first met every Thursday of every month, then “as needed,” before being reinstated in its entirety. The current Resolution, states that PARB is to meet with regular frequency. Bartel also stated that PARB and the intended community group serve different functions and so should not be compared.
- e. Medigovich requested resource materials that would help her learn about PARB’s role. Staff will provide what has been made available to previous members.
- f. Chief reiterated that the PARB serves the Council and its function has not been reduced in any Resolution. He offered to continue meeting per the group’s recommendation.
- g. The group decided to discuss frequency of PARB meetings at the next meeting.

BOARD AND STAFF COMMENTS

- a. Dacre commented that Chief McGill’s efforts to have good relations with the community should be supported.

Next Meeting – February 7, 2019

ADJOURNMENT: Moved to adjourn by Dacre, seconded by Medigovich. The motion passed unanimously. Meeting adjourned at 7:15 p.m.