

THESE MINUTES ARE NOT OFFICIAL
UNTIL APPROVED BY
THE CITY COUNCIL, HOUSING AUTHORITY BOARD AND
SUCCESSOR AGENCY TO THE CULVER CITY REDEVELOPMENT AGENCY
BOARD

SPECIAL MEETING OF THE
CITY COUNCIL, HOUSING AUTHORITY BOARD
AND SUCCESSOR AGENCY TO THE
CULVER CITY REDEVELOPMENT AGENCY BOARD
CULVER CITY, CALIFORNIA

March 21, 2016
4:00 p.m.

Call to Order & Roll Call

Vice Mayor Weissman called the meeting of the City Council, Housing Authority Board and Successor Agency to the Culver City Redevelopment Agency Board to order at 4:00 p.m. in the Patacchia Room in City Hall.

Present: Micheál O'Leary, Mayor*
Andrew Weissman, Vice Mayor
Jim B. Clarke, Council Member
Jeffrey Cooper, Council Member
Meghan Sahli-Wells, Council Member

*Mayor O'Leary arrived at 4:04 p.m.

Note: The City Council also sits as Members of the
Governing Board(s) convened as part of the meeting.

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Invocation/Pledge of Allegiance

The Pledge of Allegiance was led by Planning Commissioner David Voncannon.

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**Community Announcements by City Council Members/
Information Items from Staff**

None.

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Joint Public Comment - Items Not on the Agenda

Vice Mayor Weissman invited public comment.

No cards were received and no speakers came forward.

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Receipt and Filing of Correspondence

None.

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

(1) Presentation and Consideration of Current and Proposed Work Plans for City Departments, and (2) (If Desired) Direction to the City Manager as Deemed Appropriate

Scott Bixby, Police Chief, reported on the results of the Police Department's team in the recent Baker to Vegas Relay Race.

Mayor O'Leary arrived at 4:04 p.m.

Scott Bixby, Police Chief, provided an update to last year's Work Plan, an overview of the proposed Work Plan for Fiscal Year 2016/2017, and he introduced the Mental Health Evaluation team.

Members of the Mental Health Evaluation Team provided details on the program; discussed their role; services provided; handling mental health calls; crisis and prevention; appreciation for the efforts of the Police Department to address mental health issues; the percentage of mental health

calls that the Police Department receives; partnerships with other agencies; and homeless outreach.

Discussion ensued between staff and Council Members about statistics regarding the number of veterans served; training; work with the Veterans Administration; resources available; increasing numbers; transition at Southern California Hospital; consistency of care; relocation; the percentage of calls received that are mental health calls; the length of the program; training; working with existing partners; the capability to receive texts; social media; and availability of program information on the City website.

Scott Bixby, Police Chief, discussed body cameras and in-car cameras; reclassification of non-sworn staff; the My Brother's Keeper program; ongoing efforts toward the 2015/2016 Work Plan and he discussed items added for 2016/2017.

Management Analyst Jeanine Plute discussed continuing efforts to procure grants; focus areas; offsetting overtime costs; the Department of Justice grants; bullet proof vests; accreditation of the crime lab; traffic safety operations; and enforcement.

Discussion ensued between staff and Council Members regarding strategic plan goals; ongoing goals; continuation of the process; impacts of the realignment; local recruitment; the release of body camera information; privacy issues; hiring a dedicated supervisor to review body camera content; implementation; technology issues; camera operation; types of cameras; which instances are required to be recorded; redacting portions of the recording; checks and balances in place; consequences to misuse of the recording system; visibility of the camera; whether the public can tell if the camera is on or not; classification of the person handling the data; best practices; discovery requests; the chain of custody; length of time for retention of data; longevity of the My Brother's Keeper program; including a line item in the Work Plan for the Centennial; the coyote management program; education; the smoking ban; water conservation; new items to include in the Work Plan due to potentially increased activity; the new parking enforcement program; automatic license plate readers; community meetings; the need for additional information; appreciation for the new mental health program and community outreach; the Explorer Program; career counselors at the High School; outreach to West LA

College; the level of service with the current number of officers; response times; calls for service; dispatch; the timeline for negotiations; availability of agenda reports; transparency; notification vs. content; Smart 911; texting capabilities; School District implementation; permits for burglar alarms; bicycle issues; enforcement; fault attributed in accidents between bicycles and automobiles; communication with bicycle advocacy groups; education; the smoking ordinance; the DNA Lab; anticipating personnel needs; appreciation to the Police Department for skill, professionalism, the Explorer Program and pursuit of grants; and the Governor's plan with regard to AB 109 and Proposition 47.

David White, Fire Chief, provided a status report of the Fiscal Year 2015/2016 Work Plan, introduced Fire Department staff, and he discussed objectives for the next year.

Discussion ensued between staff and Council Members regarding appreciation for the Fire Department; ROP classes; classifications of emergencies; technical rescues; Baldwin Hills Overlook rescues; kudos to Christine Para; the Los Angeles County Disaster Resiliency Pilot Project; soft story structures; seismic vulnerabilities; security for the radio tower; maintenance; partnering with CCUSD; brush clearance; inspections; businesses that use or store hazardous materials; inspections by other agencies; incidents as a result of policy changes; the oil fields and public safety; previous fire incidents; resident concerns with evacuations; Marycrest Manor; pre-designated target hazards; Smart 911; interface areas; the brush clearance program; succession planning and resources; mentoring; items to improve community safety; previous turnover; resources necessary to do the job; project and technology related requests; increases to emergency calls; reducing repeat callers; Westfield; insurance and liability concerns; good intent calls; service calls; EMS calls; transport billing; collection rates; write-offs; MediCal; Ground Emergency Medical Transport; density; the safety element of the General Plan from 1974; technological improvements; capacity; response time; accreditation processes; day time and night time population of the City; staffing levels; response times; total calls for service; adding staff in response to demand; benchmarks; the BLS Ambulance Program; the Reserve Firefighter Program; changes in Fire Department personnel; institutional memory; the relationship with Southern California Hospital; having a Council Member serve on the Board; evaluation of programs;

Peer Assessors; gaining a comprehensive picture; balancing the amount of time given to each program; deferment of the implementation of electronic patient care reporting; connectivity; requirements of different hospitals; emergency preparedness; fire prevention; community outreach; CPR training for students; repair of the training tower; relocation; the importance of having a training facility in the City; National Day of Service; making use of volunteers for the Pancake Breakfast; illegal drugs and Emergency Medical Services; ICI Systems; CCARES equipment; wiring issues in the new ambulances; anticipating needs; use of water in the oil fields; use of purple pipe water for fire suppression; and appreciation to the department for the work they do.

Michele Williams, Information Technology Director, presented the work program review for the Information Technology Department; she highlighted current programs; discussed grants; online permitting; infrastructure enhancements; Virtual Private Network; PC replacements; remote inspections; online plan submittal; the Municipal Fiber Network; mobile app. development; crowd hosted solutions; the e-Discovery module; the online backup strategy; and continued departmental support of the implementation of new technology.

Discussion ensued between staff and Council Members regarding appreciation for the smooth transition in Council Chambers; the new website; Granicus; construction time for the fiber network; residential capabilities; capacity; service providers; pricing; demand; the situation in Beverly Hills; whether Culver City can require others to tie into the City system rather than tearing up the streets; leasing fiber already in place; parking apps; using Dropbox for closed session items; security; appreciation for the responsiveness of the department; the upgrade to the permitting system; permit fees; approval of repetitive events; the Network Performance Audit; School District partnerships; storm water issues; and the connection between fiber optics and wireless.

Jeff Muir, Chief Financial Officer, introduced Finance Department staff members; provided an overview of the 2015/2016 Work Program; discussed the Finance Advisory Committee (FAC); the Budget Benchmarking project; the wind-down of Redevelopment; municipal code updates; streamlining requirements; the timekeeping system implementation; internal auditing; sending out an RFP for banking services; written

policies and procedures manuals for Finance; and handling issues as they arise.

Discussion ensued between staff and Council Members regarding the time required to support the FAC; fee schedules; industry standards; maintenance and replacement; new financial policies; the Recreational Facilities Reserve; additional tasks for the FAC from the City Council; fiscal impacts of raising the minimum wage; shared responsibilities; tying the work plan to the budget; whether additional staff time is required; synchronization with other departments in terms of permit fees; streamlining the process; staffing; terminal placement; appreciation for financial transparency; online tools; consolidation; the Rental Assistance Program; categorization of items; the number of site users; capabilities of the sites; finding additional efficiencies; tracking purchasing trends; the City credit union; banks that do business with municipalities; and appreciation to the department for their diligent work.

Director of Human Resources Serena Wright initiated her presentation regarding the Human Resources Department. Discussion ensued between Ms. Wright, Council Members and other staff members regarding Employee Recognition events; bonding and morale; the Student Worker program; paid summer internships; Ban the Box; appreciation for the partnership with the School District; the presentation in Council Chambers on April 19 to provide resources and experiences highlighting positive opportunities for different demographics; an invitation for Council Members to attend the Student Worker Orientation; contract negotiations; providing support to City departments; and unanticipated activities.

Discussion ensued between City Attorney Carol Schwab, Council Members and other staff members regarding the time frame for the pipeline franchise renewal; prioritization of items; training; risk management issues; reducing risk; the Safety Committee; department liaisons; ergonomics; standing desks; the look back provision of the Smoking Ordinance; security of online documents; increased workloads; the Telecommunications Ordinance; right-of-way usage; trenching; reasonable limits; wireless access; the Municipal Fiber Project; and appreciation for the dedication of the City Attorney.

Vice Mayor Weissman noted that he would be off the City Council soon and he thanked Human Resources Director Serena

Wright and City Attorney Carol Schwab noting that he had enjoyed many years of working with them.

Further discussion ensued between staff and Council Members regarding political signs at Veterans Memorial over the weekend; the distinction between commercial and non-commercial signage; and regulation of signs in the City.

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Public Comment - Items Not on the Agenda

Mayor O'Leary invited public comment.

No cards were received and no speakers came forward.

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Items from Council Members

None.

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Adjournment

There being no further business, at 8:28 p.m., the City Council, Housing Authority Board and Successor Agency to the Culver City Redevelopment Agency Board adjourned its meeting to Tuesday, March 22, 2016 at 4:00 p.m.

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Martin R. Cole
CITY CLERK of Culver City, California
EX-OFFICIO CLERK of the City Council and SECRETARY of the
Culver City Housing Authority and Successor Agency to the
Culver City Redevelopment Agency
Culver City, California

MICHEÁL O'LEARY
MAYOR of Culver City, California and CHAIR of the Culver
City Housing Authority Board and Successor Agency to the
Culver City Redevelopment Agency Board