



Weekly Management Report

March 17, 2023

- 1. Minutes** Police Commission Meeting
on February 15, 2023
Police Department

- 2. Notice** Cancellation of Regular Meeting
on March 20, 2023 of the Burbank-Glendale-Pasadena
Airport Authority
Burbank-Glendale-Pasadena Airport Authority

February 15, 2023

A regularly scheduled meeting of the Burbank Police Commission was held in the Community Services Building, 150 East Olive Avenue, Room 104, on the above date. The meeting was called to order at 1806 hours by Commission Chair Coomes.

CALL TO ORDER

Present: Commissioners Coomes, Chapman, Elman, Forouzan, Hacobian, Lu, and McKenna

Also Present: Chief Albanese, Captains Cornils and Puglisi, Lieutenant Brimway, Sergeant Fekety, Officer Haratonian, Chief Assistant City Attorney Oh, and Executive Assistant Nakamura. (Also, Liaisons Schultz and Mullins)

FLAG SALUTE

The flag salute was led by Commissioner Lu.

COMMISSION ANNOUNCEMENTS AND REPORTING OUT BY COMMISSION AD HOC SUBCOMMITTEES

Commissioners reported out on events/meetings attended.

The contract ad hoc subcommittee reported out on the contracting process in response to a citizen inquiry about the award of the tow contract to Girard and Peterson.

FIRST PERIOD OF ORAL COMMUNICATIONS

Appearing to appear before the Commission was Joel Schlossman, who commented on the military equipment report, powers of the Boards and Commissions, and towing contract procedure.

RESPONSE TO ORAL COMMUNICATIONS

Commissioners responded with comments.

APPROVAL OF MINUTES FROM JANUARY 18, 2023

A motion was made by Commissioner McKenna, with a second by Commissioner Chapman, to approve the minutes from the January 18th meeting. Motion carried with seven votes.

ITEMS OF BUSINESS

- 1. Presentation, discussion, and recommendations, if any, regarding the Department's Policy 309 (Taser Deployment)**

Lieutenant Brimway is currently a Patrol Watch Commander and was formerly in the Professional Standards Bureau responsible for updates and state/federal compliance of Department policies. The presentation included training, activating and deploying the device, documentation of usage, and incident review process.

- 2. Follow up discussion of the Community Engagement meeting regarding the military equipment annual report, and recommendation to Council, if any**

Commissioners asked a few more clarifying questions about the report.

February 15, 2023

Meeting of the Burbank Police Commission

Page 2

Commissioner McKenna made a recommendation, seconded by Commissioner Elman, to accept and support the Department's report to the City Council. Motion carried with seven votes.

3. Discussion and action, if any, to turn the Pedestrian Safety and Data and Statistics standing sub committees into ad hoc subcommittees

For the Data and Statistics Ad Hoc Subcommittee, Commissioner Lu made a motion, seconded by Commissioner McKenna, to create a goal to identify data on the BPD website to consolidate and convert the information into a more organized dashboard and create a process by which the Commissioners obtain data from the Department. Motion passed with six votes, with one vote in opposition from Commissioner Chapman.

For the Pedestrian Safety Ad Hoc Subcommittee, Commissioner Forouzan made a motion, seconded by Commissioner McKenna, to create goals to identify who or what caused pedestrian injuries and fatalities and where for the past three years, and conduct outreach to Burbank schools about their pedestrian safety issues for the calendar year. Motion passed with seven votes.

3. Discussion and action, if any, by Commissioners regarding homeless engagement (calendar dashboard item for February)

Commissioners Coomes and Hacobian participated in the LA County annual homeless count. Homeless services are available, but many folks are reluctant to accept services.

Chair Coomes made a recommendation that if Commissioners become aware of services/resources, that it be shared with the Department to assist the Mental Health Evaluation Team and officers in the field during their encounters.

4. Discussion and action, if any, on the decision-making procedures for the Police Commission

Commissioners agreed at the November 2022 meeting to use a consensus model for decision making purposes. Chief Assistant City Attorney Oh had concerns that using a red-yellow-green model may be confusing to the viewing public.

Chair Coomes made a recommendation that Commissioner practice the model within the standards of Robert's Rules, using plain language to designate agreement and disagreement, and taking the time to answer questions when there is ambivalence to a decision being proposed.

5. General announcements by the Police Chief - brief announcements regarding upcoming events and/or items of note related to the police department

2/28 Report to the City Council on the Girard and Peterson tow service contract

INTRODUCTION OF AGENDA ITEMS FOR FUTURE MEETINGS

Items agendaized from the January meeting for the March meeting:

- Equity and Hiring (Commission dashboard item for the month)
- Presentation and discussion on AB 2147 (Freedom to Walk Act), in conjunction with the City's Vision Zero efforts

February 15, 2023

Meeting of the Burbank Police Commission

Page 3

- Discussion of the RIPA (Racial Identity and Profiling Act) Advisory Board report and discuss potential areas of interest, if any, for future presentations

NEXT MEETING DATE

The next scheduled meeting of the Police Commission will be Wednesday, March 15, 2023, at 1800 hours.

ADJOURNMENT

There being no further business to come before the Commission, the meeting adjourned at 2035 hours.

Romik Hacobian
Burbank Police Commission



March 16, 2023

CANCELLATION NOTICE OF A REGULAR MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, March 20, 2023, at 9:00 a.m. in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505, has been cancelled.

Terri Williams, Board Secretary
Burbank-Glendale-Pasadena
Airport Authority