The City of San Marino appreciates your attendance. Community interest provides the Public Safety Commission with valuable information regarding issues of the community.

Regular Meetings are held on the 1st Monday of every month.

In compliance with the American Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the Administration Department at (626) 300-0700 at least 48 hours prior to the meeting.

**PURSUANT TO EXECUTIVE ORDERS N-33-20 AND N-29-20**

In accordance with the Governor’s Executive Orders N-33-20 and N-29-20, and given the health risk associated with COVID-19, this public hearing will be conducted via teleconference/virtual meeting, without a physical location from which members of the public may attend. Members of the public may access the meeting electronically via the zoom.us teleconference module (Computer for Video Streaming).

Members of the public may observe and offer comment at this meeting telephonically or otherwise electronically:

1) Public comment will be accepted by email to fire@cityofsanmarino.org before or during the meeting, prior to the close of public comment on an item, to be read by the Committee during public comment. Lengthy public comment may be summarized in the interest of time.

2) Public comment will also be accepted electronically via the zoom.us teleconference module.
If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act (“ADA”) please contact the City Clerk via email at cityclerk@cityofsanmarino.org or by phone at (626) 300-0705 prior to the meeting for assistance.

**How to participate in the meeting from home:**

1) **Via Computer for Video Streaming/Zoom Meeting**  
   Website: https://us02web.zoom.us/j/89022928855  
   Meeting ID: 890 2292 8855

2) **Via Phone for Audio Only:**  
   Phone Number: (669) 900-9128  
   Meeting ID: 890 2292 8855

3) **Submitting Public Comment**  
   Submit public comments via email to fire@cityofsanmarino.org. Members of the public participating via the Zoom web app may select the raise hand function prior to the close of public comment on an item. Members of the public joining via telephone audio can select the raise hand function by dialing *9 on the telephone dialpad.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Chair Al Boegh, Vice Chair Hunter Chang, Commissioner Eugene Ramirez, Commissioner Peter Loeffler, Commissioner Jeff Boozell, and Alternate Dr. James Lin

**POSTING OF AGENDA**

The agenda is posted 72 hours prior to each meeting at the following locations: City Hall, 2200 Huntington Drive, the Crowell Public Library, 1890 Huntington Drive and the Recreation Department, 1560 Pasqualito Drive. The agenda is also posted on the City’s Website: http://www.cityofsanmarino.org

**WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED**

All public writings distributed by the City of San Marino to at least a majority of the Public Safety Commission regarding any item on this agenda will be made available at the Public Counter at City Hall located at 2200 Huntington Drive, San Marino, California 91108.

**PUBLIC COMMENTS**

Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the Public Safety Commission on any item of interest to the public, before or during the Commission’s consideration of the item, that is within the subject matter jurisdiction of the Public Safety Commission.
COMMISSIONER REPORTS
This is an opportunity for members of the Public Safety Commission to inform the public of any meetings or conferences they may have attended.

DEPARTMENT REPORTS

1. POLICE DEPARTMENT REPORT
   Recommendation: Staff recommends that the Public Safety Commission receive and file the Police Department report.

2. FIRE DEPARTMENT REPORT
   Recommendation: Staff recommends that the Public Safety Commission receive and file the Fire Department report.

3. PUBLIC WORKS DEPARTMENT REPORT
   Recommendation: Staff recommends that the Public Safety Commission receive and file the Public Works Department report.

NEW BUSINESS

4. APPROVAL OF MINUTES
   Recommendation: Staff recommends that the Public Safety Commission approve the minutes from February 17, 2020.

5. SAN MARINO POLICE DEPARTMENT: USE OF FORCE POLICIES
   Recommendation: Staff recommends that the Public Safety Commission receive and file the San Marino Police Department: Use of Force Policies report.

ADJOURNMENT
The Public Safety Commission will adjourn to a regular meeting on MONDAY, July 6, 2020 at 7:00 P.M. in the Barth Room at the Crowell Public Library, 1890 Huntington Drive, San Marino, California 91108.

Dated: June 11, 2020
Posted: June 11, 2020

JENNIFER MCGEE
ADMINISTRATIVE ANALYST
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BACKGROUND

Each month the Police Department provides a brief update on crime, traffic issues, and other items of interest to the public and to the Public Safety Committee.

DISCUSSION

Due to the COVID-19 Pandemic, the Public Safety Commission has not met. This report will provide the Public Safety Commission with information for the first five months of the year. The Pandemic has resulted in an altering of police service in our community. We have had to forgo community engagement, neighborhood watch programs and limited our contact with others in order to lessen the potential of infection. The services at the front desk have been curtailed, limiting one on one contact other than emergencies or reporting of serious crimes.

The department has had contact with the community through messaging concerning crime information and telephonic contact with Neighborhood Watch (NHW) Captains. Both of those actions have been positive and the feedback from the NHW Captains have been valuable.

As of May 31, 2020, part 1 crimes have increased 47%; this measurement is for the first five months of 2020 compared to the first five months of 2019. This increase is occurring in commercial burglaries, larcenies and auto theft. The increase equals 46 additional crimes occurring this year compared to last year for the same period. A further analysis has determined that at all of the commercial burglaries, except for one occurred at businesses without security systems. With closed businesses the presence of employees reduces the number of people who would report suspicious activity. The department has identified one suspect involved in one of these burglaries through DNA.
At the end of May we have had an increase of 36 larcenies this year over 2019. The thefts range from property left outside and not secured, package thefts, gardening equipment, thefts from unlocked vehicles and identity thefts. The two types of theft occurring more than the others are package thefts and thefts of property from vehicles. We have sent Nixle messages, completed two videos for the community and placed information on our website regarding prevention tips to reduce those thefts. These are two types of thefts that will be reduced or eliminated by removing property from public view.

INVESTIGATIVE FOLLOW-UP

Between January and May the Detective Bureau completed the following activities:
- The Detective Bureau filed 58 cases for prosecution with the Alhambra District Attorney’s Office.
- Sixteen search warrants were obtained for ongoing investigations.
- Three arrest warrants for 456 PC Burglary were filed.
- Detectives made two felony arrests and three misdemeanor arrests.
- The Detectives conducted 11 crime suppression details.

COMMUNITY ENGAGEMENT

As indicated prior, our ability to meet with the community has been significantly curtailed due to the COVID-19 virus. In January and February, the department conducted meetings and surveyed neighborhoods following residential burglaries. Since March, we have called Neighborhood Watch Block captains individually. During the call with the block captains, we ask them how they are doing and if they have any questions or concerns regarding their immediate neighborhood. The majority of the response during the telephone conversation is there are no significant concerns now. They are encouraged to call the area coordinator or Sergeant Danny Gutierrez if they have any concerns following the conversation. All have been grateful for the call.

The department is continuing to check with information provided to the San Marino hotline to determine if additional follow up action is required regarding specifically to the department.

The Neighborhood Watch team is currently completing a pamphlet, "Walk and Watch." This flyer will be provided to all our residents who are walking within the community to report any suspicious activity as they walk throughout their neighborhood.

Two of our Block Captains are assisting us with organizing a meeting for Block Captains. This meeting will give all the Block Captains in our city an opportunity to develop a stronger network of block captains. We will discuss duties and responsibilities, exchange ideas to better the program and provide information about events occurring in their neighborhoods.
The City has completed the preliminary phase of approval for the FY 20/21 Budget. That tentative approval will support the Department’s Priority Initiative concerning traffic safety. The Priority Initiative will provide the department with the ability to provide specific resources toward the reduction of injury traffic collisions, creation of traffic safety education programs with each of the schools and our community. Integration of traffic safety, education and enforcement as part of our Neighborhood Watch program and the opportunity to relaunch a motorcycle traffic enforcement team. That team will have the primary responsibility for the Priority Initiative.

Traffic enforcement is based upon three areas; traffic complaints from the community, observation of violations by officers, and traffic collision data. The Department maintains a list of traffic complaint locations and traffic collision data for traffic enforcement. As part of our traffic collision investigations we will look for other issues that may have been a contributory factor in the collision. Those factors could be distracted driving, engineering, or environmental. The traffic data utilized for traffic enforcement are the top five locations for traffic collisions and the top Primary Collision Factors (PCF’s), or causes of the traffic collisions. That information is as follows:

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<th>Locations</th>
<th>Collisions</th>
<th>PCF</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Huntington/San Marino</td>
<td>4 Collisions</td>
<td>CVC 22350 Speeding</td>
<td>20</td>
</tr>
<tr>
<td>California/Sierra Madre</td>
<td>2 Collisions</td>
<td>CVC 22107 Unsafe Turn</td>
<td>12</td>
</tr>
<tr>
<td>Monterey/Oak Knoll</td>
<td>2 Collisions</td>
<td>CVC 21453(a) Fail to Stop Red Light</td>
<td>5</td>
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<tr>
<td>El Molino/Monterey</td>
<td>2 Collisions</td>
<td>CVC 23152(a) DUI</td>
<td>5</td>
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<tr>
<td>Huntington/Garfield</td>
<td>2 Collisions</td>
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<td></td>
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### CRIME STATISTICS

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<th>JAN</th>
<th>FEB</th>
<th>MARCH</th>
<th>APRIL</th>
<th>MAY</th>
<th>YTD</th>
<th>YTD-LY</th>
<th>%change</th>
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<td><strong>Part 1 Crimes</strong></td>
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<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>-100%</td>
<td></td>
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<td>12</td>
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<td>5</td>
<td>9</td>
<td>10</td>
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<td>1</td>
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<td>Larceny</td>
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<td>10</td>
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<td>6</td>
<td>3</td>
<td>100</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Part 1 Crimes</strong></td>
<td>21</td>
<td>21</td>
<td>27</td>
<td>36</td>
<td>36</td>
<td>143</td>
<td>97</td>
<td>47.42%</td>
</tr>
</tbody>
</table>

- **Priority 1 CFS**
  - 2020: 34, 36, 28, 44, 31, 173, 158
  - 2021: 36, 21, 1909, 1703, 1980, 10471, 158
  - %change: 9.49%

- **Priority 2 CFS**
  - 2020: 358, 395, 332, 240, 269, 1594, 2205
  - 2021: 395, 332, 240, 269, 123, 4303, 4815
  - %change: 27.71%

- **Priority 3 CFS**
  - 2020: 273, 237, 196, 165, 250, 1121, 1460
  - 2021: 237, 196, 165, 250, 123, 4303, 4815
  - %change: 23.219

- **Calls for Service**
  - 2020: 2563, 2316, 1909, 1703, 1980, 10471, 12041
  - 2021: 2316, 1909, 1703, 1980, 123, 4303, 4815
  - %change: 13.04%

- **Citizen Initiated**
  - 2020: 983, 945, 875, 694, 806, 4303, 4815
  - 2021: 945, 875, 694, 806, 123, 4303, 4815
  - %change: 10.63%

- **Officer Initiated**
  - 2020: 1377, 1191, 934, 756, 1377, 5580, 6074
  - 2021: 1191, 934, 756, 1377, 123, 4303, 4815
  - %change: 8.13%

- **Walk In**
  - 2020: 203, 180, 100, 54, 51, 588, 1152
  - 2021: 180, 100, 54, 51, 123, 4303, 4815
  - %change: 48.96%

- **Total Arrests**
  - 2020: 23, 17, 21, 17, 15, 93, 60
  - 2021: 17, 21, 17, 14, 93, 59
  - %change: 55.00%

- **Reports Taken All**
  - 2020: 84, 99, 85, 88, 88, 446, 431
  - 2021: 99, 85, 88, 88, 1062, 34, 34
  - %change: 3.48%

- **Traffic Collisions**
  - 2020: 20, 24, 16, 10, 2, 72, 81
  - 2021: 24, 16, 10, 2, 72, 81
  - %change: -11.11%

- **Hit & Run**
  - 2020: 0, 0, 0, 0, 0
  - 2021: 0, 0, 0, 0
  - %change: 100.00%

- **Pedestrian**
  - 2020: 2, 2, 0, 0
  - 2021: 0, 0, 0
  - %change: -14.37%

- **Bicycle**
  - 2020: 12, 9, 3, 4
  - 2021: 9, 3, 4
  - %change: 20.83%

- **Citations**
  - 2020: 298, 245, 109, 85, 76, 813, 1062
  - 2021: 245, 109, 85, 76, 813
  - %change: -23.45%

- **Cases Assigned to Detectives**
  - 2020: 69, 66, 71, 56, 63, 325, 268
  - 2021: 66, 71, 56, 63, 325
  - %change: 21.27%

- **Clearance Rate by Detectives**
  - 2020: 64%, 73%, 117%, 78%, 72%, 78%
  - 2021: 73%, 117%, 78%, 72%, 78%
  - %change: 34.48%

- **Nixle Subscribers**
  - 2020: 2035, 2047, 2073, 2084, 2121, 2121, 2185
  - 2021: 2047, 2073, 2084, 2121, 2121
  - %change: 42.45%

- **SMS Subscribers**
  - 2021: 1861, 1882, 1893, 1932, 1932
  - %change: 14.05%

- **Voice Subscribers**
  - 2021: 235, 235
  - %change: 15.96%

- **Email Subscribers**
  - 2020: 1019, 1023, 1044, 1074, 1089, 889
  - 2021: 1023, 1044, 1074, 1089
  - %change: 22.50%

- **Coffe with Cop**
  - 2020: 0, 0
  - 2021: 2
  - %change: -100.00%
FISCAL IMPACT

None

RECOMMENDATION

If the Public Safety Commission concurs with staff’s recommendation, an appropriate motion would be:

“Make a motion to accept and file this report.”

ATTACHMENTS

1. None
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BACKGROUND

The San Marino Fire Department is dedicated to providing the highest level of service to the residents and visitors of the City of San Marino. As such, each month the San Marino Fire Department provides an update on Department events and performance metrics to the public and to the Public Safety Commission.

MONTHLY PERFORMANCE METRICS

Since the last Public Safety Commission Meeting, the Fire Department has submitted the March and April Monthly Performance Metrics to the City Council. A copy of the April report has been included in this update. The report includes the number of responses made by the Department, training hours, Fire Prevention inspections, and the Department’s cardiac arrest performance for the month of September.

CORONAVIRUS (COVID-19) RESPONSE

Over the past four months, the San Marino Fire Department has continued to be prepared for our primary mission of response to fire, rescues and emergency medical incidents within the City. This has included training Firefighter/Paramedics in special response protocols, for the treatment and transport of suspected COVID-19 patients. Despite being on the front lines of this disease, the Firefighter/Paramedics feel a sense of duty to the residents of this community.

The Fire Department’s dispatch services, Verdugo Fire Communications Center (Verdugo), have implemented increased screening measures and dispatch codes for COVID-19 patients. Verdugo now dispatches potential COVID-19 patients as a SICK2 response, alerting Fire
Department personnel to potential coronavirus infection, and serves as a decision point for firefighters to wear additional personal protective equipment (PPE).

The Fire Department continues to maintain responsibility for the implementation of the elements of the City’s Disease Pandemic Annex of the Emergency Operations Plan. The primary missions include crisis communications to the public, resident support through the hotline, and the operation of the City’s Emergency Operations Center. The Disease Pandemic Annex was approved by the San Marino City Council on April 8, 2020 and may be found on the City’s website at https://www.cityofsanmarino.org/Fire/emergency%20preparedness/2020-04-23%20Disease%20Pandemic.pdf

The Fire Department, along with the Recreation and Finance Departments have been coordinating with the County of Los Angeles Emergency Operations Center for reimbursement, procurement of critical supplies, issuance and training City employees in the use of PPE, and lastly developed the capability to sanitize City facilities and provided training to the Public Works and Recreation Departments. The Fire Department has also initiated a Recovery Leadership Team meeting to ensure the City is prepared as circumstances involving the pandemic change and City Departments and businesses are prepared for reopening.

In March, the EOC activated the Resident Support Hotline at (626) 300-0731 for San Marino residents requiring assistance purchasing groceries, medications, or seeking information about the City’s COVID-19 response. In addition to receiving inquiries and requests for assistance, EOC staff have actively reached out to at-risk members of the community to ensure their health and safety during Safer-at-Home orders. With the assistance of the Resident Support Hotline staff and the Recreation Department, the Fire Department was able to provide face masks for members of the community, as well as complete delivery of emergency preparedness kits to City residents. These kits were originally intended for distribution at the Senior Living Series – Disaster Preparedness course. (See photo)
INSPECTIONS

Annual Brush Inspections will begin in June for residents of the City's High Fire Hazard Severity Zone. Residents who live in the high risk area received notification in May to begin clearance of hazardous vegetation from their properties. For information on how to create a defensible space around your home, visit https://www.cityofsanmarino.org/government/departments/fire/fire_prevention/ (See the attached brochure)

TRAINING

San Marino Fire Department personnel have continued to train, adapt, and prepare to serve our residents during these extraordinary circumstances. During the month of May, Fire Department personnel participated in 371 hours of training. Training included injury and illness prevention, wildland fire safety training, and training at the Alhambra tower training. Additionally, both probationary firefighters successfully completed their four month assessments.

FY 2020-21 DEPARTMENT OBJECTIVES

- Complete a multi-year review of the City of San Marino's Very High Fire Severity Zone to determine if the designated area in Chapter 14, Article 13 of the San Marino City Code remains suitable.
- Conduct a review of the current Community Emergency Response Training (CERT) and develop a “Citizen Fire Academy” for residents’ participation.
- Upgrade and improve the Emergency Operations Center.
- Conduct a City-wide emergency operations exercise with City staff, Department Heads, and the School District.
- Review and revise the City's Emergency Operations Plan for City Council adoption.

ATTACHMENTS

1. April 2020 Performance Report
2. Ready for Wildfire Brochure
TO: Mayor and City Council
FROM: M. D. Rueda, Fire Chief
DATE: May 19, 2020

SUBJECT: SAN MARINO FIRE DEPARTMENT MONTHLY PERFORMANCE REPORT

The attached San Marino Fire Department April 2020 Performance Report represents the incident data reports intended to meet the Improvement Goals referenced in the March 2, 2018 Report to City Council titled; Implementation Plan Fire Department Deployment Study. The Fire Department has been working closely with Verdugo Fire Dispatch (VFD) to ensure the accuracy of the data being reported. Some of the data sets are not currently available from VFD and are listed as N/A. VFD has been made aware of the San Marino Fire Department’s interest in pursuing the data associated with the fire and life safety goals as approved by the City Council.

Improvement Goal A in the Report recommended the following:

**Call Processing Goals**

9-1-1 calls will be answered at the primary PSAP (Public Safety Answering Point) San Marino Police Department within 15 seconds, 95% of the time.

9-1-1 calls will be transferred from the primary PSAP to Verdugo Fire Dispatch within 30 seconds from the time answered, 95% of the time.

*This data is not available.*

**Recommended Turnout Goal**

Response personnel shall initiate the response of a unit capable of mitigating an incident to a priority fire and rescue incident 80 seconds from notification 90% of the time.

Response personnel shall initiate response to all other priority incidents within 60 seconds from notification 90% of the time.
**Recommended First-Due Response Time Goal**

The first response unit capable of initiating effective incident intervention shall arrive at a priority fire or rescue incident within 5 minutes and 20 seconds from notification of response personnel, 90 percent of the time.

The first response unit capable of initiating effective incident intervention shall arrive at all other priority incidents within 5 minutes from notification of response personnel, 90% of the time.

**Recommended Response Force Goal**

The full effective response force shall arrive at a moderate risk structure fire within 9 minutes and 20 seconds of notification of response personnel, 90% of the time.

*This data is not available.*

**Cardiac Arrest Data**

The Cardiac Arrest data set includes the total number of cardiac arrest patients treated by Firefighter/Paramedics. We always pray that the number is as low as possible. The more important data sets are the subsequent measures which include the number of times the Firefighter/Paramedics are successful in returning a patient's spontaneous circulation (ROSC) – our goal with ROSC is always 100%. Saving lives is why the Fire Department exists; unfortunately, this is not always in our control. Lastly, the subsequent data sets measure the percentages of correct treatments performed by the Firefighter/Paramedics.

**Overtime**

Due to an Injury on Duty involving a member of the Department's shared command with the City of South Pasadena, shared command overtime was impacted by 120 hours.

On March 16, 2020, the City of San Marino activated the Emergency Operations Center. San Marino Fire Department personnel have committed a total of 168 hours to staffing the EOC during the month of April.

**Attachments**

1. April Performance Datasheet
2. April Graphic Performance Report
San Marino Fire Department
Monthly Performance Report
April 2020

**Incident Response**
- 74 Incidents in San Marino
- 51 Incidents Out of Jurisdiction

**Cardiac Arrest**
- Total Patients: 0
- Rhythm Documentation: N/A
- Timely Vitals: N/A
- Airway Placement: N/A

**Overtime Hours**
- 48% DECREASE From APRIL 2019
- 562 Overtime Hours

**90th Percentile Times**

**Incident Response**
- Year to Date: 597 Incidents

**Total Incidents**
- April: 125 Incidents

**Emergency Operations Center**
- Vacation: 4%
- Other: 6%
- Sick: 39%
- Shared Command: 21%

**EMS**

**FIRE**

- Turnout Goal
- Response Goal
<table>
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<th></th>
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<th>March</th>
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<th>April 2019</th>
<th>2019 Total</th>
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<td>407</td>
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<td><strong>Other Responses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td>San Marino</td>
<td>0</td>
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<td>0</td>
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<td>128</td>
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<td>257</td>
<td>53</td>
<td>904</td>
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<td><strong>Total Mutual Aid Received</strong></td>
<td>21</td>
<td>20</td>
<td>85</td>
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<td>Total Return of Spontaneous Circulation Patients</td>
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<td>1</td>
<td>4</td>
<td>N/A</td>
<td>3</td>
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<td>Documentation of Timely Vital Signs</td>
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<td>100%</td>
<td>100%</td>
<td>N/A</td>
<td>100%</td>
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<td>Documentation of Rhythm Changes</td>
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<td>100%</td>
<td>100%</td>
<td>N/A</td>
<td>100%</td>
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<td>Advanced Airway Placement Attempts</td>
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<td>0</td>
<td>3</td>
<td>N/A</td>
<td>9</td>
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<td>Successful Advanced Airway Placement</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td><strong>Response Times (90th Percentile)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td>Primary PSAP Call Answering</td>
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<td>Call Transfer Time (San Marino)</td>
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<td>N/A</td>
<td>N/A</td>
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</tr>
<tr>
<td>Medical Alarm Handling (Verdugo)</td>
<td>0:01:10</td>
<td>0:01:59</td>
<td>0:01:27</td>
<td>0:01:44</td>
<td>0:01:23</td>
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<td>Medical Turnout Time</td>
<td>0:01:23</td>
<td>0:01:23</td>
<td>0:01:19</td>
<td>0:01:17</td>
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<td>Medical Total Response Time</td>
<td>0:04:54</td>
<td>0:05:34</td>
<td>0:06:18</td>
<td>0:06:29</td>
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<td>Fire Alarm Handling (Verdugo)</td>
<td>0:01:20</td>
<td>0:01:14</td>
<td>0:01:16</td>
<td>N/A</td>
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<td>Fire Turnout Time</td>
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<td>0:01:30</td>
<td>0:00:48</td>
<td>0:00:59</td>
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<td>Fire Total Response Time</td>
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<td>0:05:08</td>
<td>0:07:07</td>
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<td><strong>Effective Response Force</strong></td>
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<td>N/A</td>
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<td><strong>Number of Inspections</strong></td>
<td>14</td>
<td>24</td>
<td>100</td>
<td>29</td>
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<td>Plan Checks</td>
<td>3</td>
<td>5</td>
<td>14</td>
<td>9</td>
<td>99</td>
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<tr>
<td>Company Field Inspections</td>
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<td>Brush Inspections</td>
<td>0</td>
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<td>10</td>
<td>16</td>
<td>71</td>
<td>12</td>
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<td>Certificate of Occupancy Inspections</td>
<td>1</td>
<td>3</td>
<td>14</td>
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<td>467</td>
<td>1,970</td>
<td>458</td>
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<td>60,760</td>
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<td>0</td>
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<td>0</td>
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<td>120</td>
<td>141</td>
<td>512</td>
<td>48</td>
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<td>Sick</td>
<td>216</td>
<td>240</td>
<td>852</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>26</td>
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<tr>
<td>Vacant Position</td>
<td>0</td>
<td>0</td>
<td>163</td>
<td>0</td>
<td>1,056</td>
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<tr>
<td>Vacation</td>
<td>24</td>
<td>220</td>
<td>364</td>
<td>230</td>
<td>3,654</td>
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</table>
WILDFIRE IS COMING. ARE YOU...

READY?

DEFENSIBLE SPACE AND HARDENING YOUR HOME.

THOUSANDS OF WILDFIRES STRIKE CALIFORNIA EVERY YEAR. IT’S NOT A MATTER OF IF YOUR HOME IS AT RISK, BUT WHEN.

ReadyForWildfire.org
PLANT AND TREE SPACING

The spacing between grass, shrubs, and trees is crucial to reduce the spread of wildfire. The spacing needed is determined by the type and size of the shrubs and trees, as well as the slope of the land. For example, a property on a steep slope with larger plant life will require greater spacing between trees and shrubs than a level property that has small, sparse vegetation.

REQUIRED VERTICAL SPACING

Remove all tree branches at least 6 feet from the ground.

If shrubs are under trees, additional vertical space is needed. Lack of vertical space can allow a fire to move from the ground to the shrubs to the treetops like a ladder.

RECOMMENDED FIRE-SAFE LANDSCAPING

Fire-safe landscaping isn’t necessarily the same thing as a well-maintained yard. Fire-safe landscaping uses fire-resistant plants that are strategically planted to resist the spread of fire to your home.

The good news is that you don’t need to spend a lot of money to make your landscape fire-safe. Also, fire-safe landscaping can increase your property value and conserve water while beautifying your home. For more information on fire-safe landscaping, visit: ReadyForWildfire.org/landscaping.

MINIMUM VERTICAL SPACING BETWEEN TREES AND SHRUBS

To determine the proper vertical space between shrubs and the lowest branches of trees, use the formula below.

Example:
A five-foot shrub is growing near a tree.
3 $\times$ 5 = 15 feet of clearance needed between the top of the shrub and the lowest tree branches.
DEFENSIBLE SPACE

Creating and maintaining defensible space is essential for increasing your home’s chance of surviving a wildfire. It’s the buffer that homeowners are required to create on their property between a structure and the plants, brush and trees or other items surrounding the structure that could catch fire. This space is needed to slow the spread of wildfire and improves the safety of firefighters defending your home.

Two zones make up the required 100 feet of defensible space:

**ZONE 1** Extends 30 feet out from buildings, decks, and other structures

1. Remove all dead plants, grass and weeds.
2. Remove dead or dry leaves and pine needles from your yard, roof and rain gutters.
3. Remove dead branches that hang over your roof. And keep branches 10 feet away from your chimney.
4. Relocate exposed woodpiles outside of Zone 1 unless they are completely covered in a fire resistant material.
5. Remove or prune flammable plants and shrubs near windows.
6. Remove vegetation and items that could catch fire from around and under decks.
7. Create a separation between trees, shrubs and items that could catch fire, such as patio furniture, swing sets, etc.

**ZONE 2**—Extends 30 to 100 feet from buildings and other structures

8. Cut or mow annual grass down to a maximum height of 18 inches.
9. Create horizontal spacing between native shrubs. (See diagram)
10. Create vertical spacing between grass, shrubs and trees. (See diagram)
11. Remove fallen leaves, needles, twigs, bark, cones, and small branches. However, they may be permitted to a depth of 4 inches if erosion control is an issue.

ARE YOU DOING THE RIGHT THING—THE WRONG WAY?

Each year, fire departments respond to hundreds of fires started by Californians using equipment the wrong way. If you live in a wildland area, all equipment must be used with extreme caution.

Lawn mowers, metal-bladed trimmers, chain saws, grinders, welders, and tractors can all start a wildland fire if not used properly. Do your part to keep your community fire-safe.

**HERE’S HOW TO DO IT THE RIGHT WAY:**

**Mowing**
Metal blades striking rocks can create sparks and start fires in dry grass. Use caution.

**Spark arresters**
In wildland areas, spark arresters are required on all portable, gasoline-powered equipment. This includes tractors, harvesters, chainsaws, weed-trimmers and mowers.
- Keep the exhaust system, spark arresters and mower in proper working order and free of carbon buildup.
- Use the recommended grade of fuel, and don’t top it off.
KNOW THE LAW
BE FIRE SMART

100 FEET OF DEFENSIBLE SPACE IS REQUIRED UNDER CITY OF SAN MARINO CITY CODE 25.12.17 §4908. DEFENSIBLE SPACE IS THAT SPACE WITHIN 100 FEET OF A BUILDING OR STRUCTURE THAT IS REQUIRED FOR ACCESS BY FIRE AND OTHER EMERGENCY PERSONNEL TO DEFEND THE BUILDING OR STRUCTURE FROM THE THREAT OF FIRE.
HARDENING YOUR HOME

FLYING EMBERS CAN DESTROY HOMES UP TO A MILE AHEAD OF A WILDFIRE. PREPARE (HARDEN) YOUR HOME NOW BEFORE FIRE STARTS.

SOME THINGS YOU CAN DO TO HARDEN YOUR HOME:

**Roof:** Your roof is the most vulnerable part of your home. Homes with wood or shingle roofs are at high risk of being destroyed during a wildfire.

Build your roof or re-roof with materials such as composition, metal or tile. Block any spaces to prevent embers from entering and starting a fire.

**Vents:** Vents on homes create openings for flying embers.

*Cover all vent openings with 1/8-inch to 1/4-inch metal mesh. Do not use fiberglass or plastic mesh because they can melt and burn.*

*Protect vents in eaves or cornices with baffles to block embers. (Mesh is not enough).*

**Eaves and Soffits:** Eaves and soffits should be protected with ignition-resistant or non-combustible materials.

**Windows:** Heat from a wildfire can cause windows to break even before the home ignites. This allows burning embers to enter and start fires inside. Single-paned and large windows are particularly at risk.

*Install dual-paned windows with one pane of tempered glass.*

*Consider limiting the size and number of windows that face large areas of vegetation.*

**Decks:** Surfaces within 10 feet of the building should be built with ignition-resistant, non-combustible, or other approved materials.

**Rain Gutters:** Screen or enclose rain gutters to prevent accumulation of plant debris.

**Exterior Walls:** Wood products such as boards, panels or shingles are common siding materials. However, they are combustible and not good choices for fire-prone areas.

*Build or remodel your walls with ignition-resistant building materials, such as stucco, fiber or cement siding, fire-retardant-treated wood, or other approved materials.*

*Be sure to extend materials from the foundation to the roof.*

**Patio Cover:** Use the same ignition-resistant materials for patio covers as a roof.

**Fences:** Consider using ignition-resistant or non-combustible fence materials to protect your home during a wildfire.

Additional Home Fire Safety Steps:

Go to ReadyForWildfire.org/hardening for more important information on the following:

- Driveways and Access Road Information
- Garage Safety
- Address Visibility
- Water Supply Access
- Equipment Use Safety
- Ignition-Resistant Materials
PREPARATION

Preparing for a wildfire starts with three simple steps: Ready, Set, Go! This brochure was provided to help reduce the risk of a wildfire in your neighborhood and your personal property. More importantly, to help save your life and your family.

The San Marino Fire Department will be happy to answer questions prior to your home inspection. During the inspection, members of the department will help address concerns you may have and offer advice on how to mitigate the problem.

Our goal is to keep the community safe during a major incident. It’s not a matter of IF, but WHEN an incident will occur. When it does, your actions will make a difference when it counts.

For more information go to:
City of San Marino
http://www.ci.san-marino.ca.us/
Cal Fire
http://www.readyforWildfire.org

For more detailed information on all three guides to prepare for and survive a wildfire.

City of San Marino Fire Department
2200 Huntington Drive
San Marino, California 91108
626-300-0735
MINUTES
PUBLIC SAFETY COMMISSION MEETING
FEBRUARY 17, 2020 - 7:00 p.m.

CALL TO ORDER: Chair Boegh called the meeting to order at 7:01 p.m. in the City Hall Council Chambers, 2200 Huntington Drive, San Marino, California 91108.

PLEDGE OF ALLEGIANCE: Chair Boegh led the Pledge of Allegiance

ROLL CALL: PRESENT: Chair Al Boegh, Vice Chair Hunter Chang, Commission Member Peter Loeffler, Commission Member Jeff Boozell

            ABSENT: Commission Member Eugene Ramirez, Alternate Dr. James Lin

City Officials Present: Police Chief John Incontro, Fire Chief Mario Rueda, Public Works Director Michael Throne

WRITTEN COMMUNICATIONS OR PUBLIC WRITINGS DISTRIBUTED

Chair Boegh shared a letter and informational packet from Earthquake Brace + Bolt. Fire Chief Rueda was directed to reproduce materials to distribute to the community.

Commission Member Jeff Boozell arrived at 7:04 pm.

PUBLIC COMMENTS:

The following person(s) spoke:
Raymond Quan, San Marino
Ghassan Roumani, San Marino

COMMISSIONER REPORTS

None.

APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

Commission Member Boozell moved to approve the minutes of the Public Safety Commission meeting of Monday, January 20, 2020; seconded by Vice Chair Chang. AYES: Chair Boegh, Vice Chair Hunter Chang, Commission Member Peter Loeffler, and Commission Member Jeff Boozell. NOES: None.
DEPARTMENT REPORTS

2. POLICE DEPARTMENT REPORT

Chief Incontro presented the Police Department report.

3. FIRE DEPARTMENT REPORT

Chief Rueda presented the Fire Department report.

4. PUBLIC WORKS DEPARTMENT REPORT

Director Throne presented the Public Works report.

NEW BUSINESS

5. SAN MARINO COMMUNITY FOREST STUDY PREPARED BY MARIPOSA LANDSCAPES

Urban Forester Sam Estrada presented the Community Forest Study.

Commission Member Boozell moved to receive and file the 2019 Community Forest Survey; seconded by Commission Member Loeffler. AYES: Chair Boegh, Vice Chair Hunter Chang, Commission Member Peter Loeffler, and Commission Member Jeff Boozell. NOES: None.

6. REVIEW OF SAFE STORAGE FIREARMS ORDINANCE

The following person(s) spoke:
Raymond Quan, San Marino

Chief Incontro presented the draft Safe Storage Firearms Ordinance. The Public Safety Commission directed Chief Incontro to make amendments to the ordinance and bring it back to the Commission at the March 2, 2020 meeting for recommendation to the City Council.

CONTINUED BUSINESS

7. CITYWIDE TRAFFIC CIRCULATION STUDY – INTRODUCTION OF DRAFT EXISTING TRAFFIC CONDITIONS REPORT

The following person(s) spoke:
Eileen Hale, San Marino
Ghassan Roumani, San Marino
Stephanie Johnson, San Marino
Raymond Quan, San Marino
John Dustin, San Marino

Iteris representative Deepak Kaushik provided a presentation on the City of San Marino Citywide Traffic Circulation Study.
Commission Member Boozell moved to receive the Citywide Traffic Circulation – Introduction of Existing Traffic Conditions presentation; seconded by Commission Member Loeffler. AYES: Chair Boegh, Vice Chair Hunter Chang, Commission Member Peter Loeffler, and Commission Member Jeff Boozell. NOES: None.

8. ENGINEERING AND TRAFFIC STUDY – INTRODUCTION OF DRAFT REPORT

The following person(s) spoke:
Ghassan Roumani, San Marino
Raymond Quan, San Marino

Transtech representatives Melissa Demirci and Jana Robbins provided a presentation on the City of San Marino Engineering and Traffic Study.

Commission Member Boozell moved to recommend to the City Council to approve and adopt the 2020 City of San Marino Engineering & Traffic Survey, which includes the recommendation to reduce posted speed limits on two street segments as follows: San Marino Avenue between North City Limit to Euston Road, reducing the posted speed limit from 30 MPH to 25 MPH; San Marino Avenue between Huntington Drive to South City Limit, reducing the existing speed limit of 30 MPH to 25 MPH; Sierra Madre Boulevard between North City Limit and Huntington Drive (NB and SB), reducing from an existing combination of postings of 35 MPH and 40 MPH to 35 MPH in both directions for the entire segment. Secondly, it was recommended the City Council approve and adopt a resolution classifying six street segments as residential districts, based on CVC guidelines for classification of residential district: Canterbury Road between California Boulevard and Sierra Madre Boulevard; Canterbury Road between Sierra Madre Boulevard and San Gabriel Boulevard; Kenilworth Avenue between Lorain Road and Huntington Drive; Kenilworth Avenue between Huntington Drive and Sierra Madre Boulevard; Oak Grove Avenue between Circle Drive and Rosalind Road; and Ridgeway Road between Roanoke Road and Lorain Road; seconded by Vice Chair Chang. AYES: Chair Boegh, Vice Chair Hunter Chang, Commission Member Peter Loeffler, and Commission Member Jeff Boozell. NOES: None.

9. STOP SIGN INSTALLATION AT ALLEYS BEHIND MISSION STREET

Vice Chair Chang moved to recommend to the City Council to install a stop sign and stop line pavement marking at the west end of the alley segment, north of Mission Street between Euclid Avenue and Los Robles Avenue, and at both ends of the alley segment north of Mission Street between Los Robles Avenue, and at both ends of the alley segment north of Mission Street between Los Robles and El Molino Avenue; seconded by Commission Member Boozell. AYES: Chair Boegh, Vice Chair Hunter Chang, Commission Member Peter Loeffler, and Commission Member Jeff Boozell. NOES: None.
10. FACILITIES CONDITION ASSESSMENTS – ASSET MANAGEMENT SOFTWARE DEMONSTRATION

Director Throne presented a demonstration of the AssetCalc software for facility condition management.

ADJOURNMENT

Chair Boegh adjourned the meeting at 9:17 p.m. to a Special Meeting on MONDAY, MARCH 2, 2020 at 7:00 PM in the City Hall Council Chambers, 2200 Huntington Drive, San Marino, California 91108.

__________________________________________
JENNIFER MCGEE
ADMINISTRATIVE ANALYST
The San Marino Police Department recognizes the community anger over the manner in which George Floyd died at the hands of the police officer in Minneapolis and the failure of the others to intervene to protect Mr. Floyd. These actions and the actions of others in law enforcement who fail to live up to their oath of protecting and serving the Constitution, fail the communities we serve. Most importantly, this department and all of our sworn and civilian employees condemn all unlawful uses of force and violations of due process. The San Marino Police Department prides itself on our positive relationship with the community of San Marino and all the people we serve on a daily basis. We strive to ensure our personnel follow the policies of the department and most importantly, the Constitutions of the State of California and the United States of America.

The San Marino Police Department relies on Lexipol to develop the policies of our police department. Lexipol is a leading platform for comprehensive public safety and local government agency policy development, composed of a group of expert attorneys who develop evidence-based, legally defensible policies that are regularly updated, based on changes in law and best practices.

It is important to note that California, unlike other states, has recently passed legislation changing Use of Force by law enforcement and training requirements. The new legislation came from Assembly Bill 392 which went into effect January 1, 2020 and Senate Bill 230 that will go into effect on January 1, 2021.

Assembly Bill 392 states; The circumstances of justifiable homicide change from when "overcoming actual resistance to the execution of some legal process or in the discharge of any other legal duty" to "the homicide results from a peace officer's use of force that is in compliance with Penal Code (PC) 835a." The legislation added PC 835a(a) to reflect legislative intent including:

- Use of force authority conferred on peace officers is a serious responsibility.
- Deadly force should be used only when necessary.
- Use of force decisions are to be evaluated carefully and from a "reasonable officer" perspective.
- Individuals with disabilities may be affected in their ability to understand or comply with peace officer commands.
- PC 835a(b) amends reasonable force standard to "objectively reasonable force."
- PC 835a(c)(1) amends deadly force standards to include "totality of the circumstances" when: defending against imminent threat of death or serious bodily injury, apprehending fleeing persons.
for felony involving threatened or actual death or serious bodily injury, immediate apprehension is reasonably believed to be needed requires, when reasonable, that officers identify themselves and warn of intent to use force.

- PC 835a(c)(2) includes prohibition on using deadly force against persons who pose a danger only to themselves.
- PC 835a(d) amends self-defense language to include objectively reasonable force.
- PC 835a(e) added definitions for deadly force, imminent, and totality of the circumstances.

Senate Bill 230 is a comprehensive measure that will require every law enforcement officer to be trained in techniques to help reduce the need for deadly force. The bill will ensure California leads the nation in regards to departmental use of force policies, ensures robust officer training, and reaffirms a commitment to protecting the sanctity of life.

The SB will build on California’s rigorous officer training requirements by establishing a minimum standard on the use of force for all law enforcement agencies throughout the state. This bill requires new evidence-based policies and procedures for utilizing de-escalation techniques, implicit and explicit bias and cultural competency training, reasonable alternatives to deadly force, interacting with vulnerable populations, and a new duty for officers to intercede and report if the witness the use of excessive force.

Community organizations across the country and the 8cantwait.org campaign have identified issues concerning law enforcement use of force policies. The following are the areas identified by 8cantwait.org:

1. Require De-escalation
2. Duty to Intervene
3. Require warning before shooting
4. Exhaust all other means before shooting
5. Require comprehensive reporting
6. Ban chokeholds and strangleholds
7. Ban shooting at moving vehicles
8. Require Use of Force Continuum

The following information describes the San Marino Police Department’s policies in relation to these eight areas.

**I. Require De-escalation**

De-escalation is a fundamental principle in law enforcement; it is the responsibility of our officers to attempt to de-escalate individuals in crisis when the totality of the circumstances allows an opportunity to do so. De-Escalation Requirement:

Senate Bill 230 requires that “officers utilize de-escalation techniques, crisis intervention tactics, and other alternatives to force when feasible.” SB 230 also mandates each department’s policy to require officers to conduct all duties in a manner that is fair and unbiased. Additionally, SB 230 requires all officers to be trained in alternatives to deadly force and de-escalation techniques. We have provided de-escalation technique training to our sworn personnel.
To see San Marino Police Department’s “De-escalation” policy, see page 5 of the attached addendum.

2. Duty to Intervene

The Duty to Intervene is a policy that is embedded in law enforcement agencies throughout California, officers are required to intervene when it is apparent that the force being used by another officer is excessive. SB 230 sets forth a “requirement that an officer intercede when present and observing another officer using force that is clearly beyond that which is necessary, as determined by an objectively reasonable officer under the circumstances.” This provision is consistent with federal law as well.

To see San Marino Police Department’s “Duty to Intercede” policy, see page 6 of the attached addendum.

3. Require warning before shooting

Law enforcement officers are frequently forced to make split-second decisions in tense, uncertain, rapidly evolving, and dangerous circumstances. To mandate that an officer must always issue a warning before using deadly force is inappropriate. Courts across the Country at all levels acknowledge that the most significant factor in determining whether force used by an officer was reasonable is whether there was an immediate threats to the safety of officers or others.

To see San Marino Police Department’s “Deadly Force Application” policy, see page 7 of the attached addendum.

4. Exhaust all other means before shooting

This is a concept that creates an impossible burden on law enforcement officers with regard to evaluating and responding to circumstances that they confront in the field. Asking officers in those tense uncertain circumstances to exhaust all possible alternatives first, is simply not realistic nor possible when confronted with immediate life and death decisions. Instead, the focus should be on training alternatives to deadly force, requirements on proportional force, and de-escalation requirements, all of which are contained in SB 230. If this requirement is implemented, an officer’s decision concerning the use of force alternative should be judged based upon the totality of the circumstances and reasonable officer standard in AB 392. This concept has been addressed in Penal Code § 835a, where officers are routinely trained on how to de-escalate situations.

5. Require Comprehensive Reporting

Agencies across the board require written reports on non-lethal and intermediate use of force and typically conduct supervisory review of all uses of force. Under AB71, passed in 2015, law enforcement agencies must report to the California Department of Justice all use of force incidents wherein a firearm was discharged and all incidents where a civilian died during a police encounter. In those situations when a San Marino police officer was to use lethal force resulting in the death or the serious injury of a person, the Los Angeles County Sheriff’s Department (LASD) along with the Los Angeles County District Attorney’s Office (LADA) would conduct an investigation. The LASD completes the investigation of the incident and the LADA evaluates the actions of the officers to determine if the shooting was lawful. The San Marino Police Department would conduct an investigation to determine if the officer’s use of force and tactics were within administrative policies.
To see San Marino Police Department’s “Reporting Use of Force” policy, see page 8 of the attached addendum.

6. Ban chokeholds and strangleholds

Chokeholds and strangleholds are not taught nor used by San Marino Police Department officers. The actions of the Minneapolis Police Department personnel are not allowed to be utilized by our officers. Officers are trained to use the Carotid Control Hold Restraint (CCHR) and is a control option at the level of deadly force. As of today, the Department has placed a moratorium on the use of the CCHR pending legislation that is currently in the California State Legislature. If the legislation is passed and it is no longer legal in the State of California, it will be removed as an approved use of force technique. The CCHR has not been utilized by any member of the department in at least 23 years.

To see San Marino Police Department’s “Carotid Control Hold” policy, see page 9 of the attached addendum.

7. Ban shooting at moving vehicles

Outright prohibitions in all circumstances does not account for situations where the driver of a vehicle may be threatening death or great bodily injury to others. SB 230 requires “Comprehensive and specific guidelines for the application of deadly force,” which should include guidance on the limited situations that would warrant shooting at moving vehicles.

To see San Marino Police Department’s “Shooting at or from Moving Vehicles” policy, see page 10 of the attached addendum.

8. Require Use of Force Continuum

The use of force continuum is an outdated model that has proven impractical, even dangerous, when applied in real life situations. Instead, policies should focus on requiring officers to create space and separation in an attempt to utilize de-escalation techniques. These requirements are captured in the training and policy requirements within SB 230.

In summary, the policies adopted by the San Marino Police Department are consistent with law enforcement best practices, and the community’s best interest. Officers use policy and training, to deal with situations where split-second decisions must be made.

As police officers, we know use of force is a matter of critical concern and the ultimate objective is to avoid or minimize injury when it must be utilized. We have a true appreciation for authority and the limitations that are placed upon us by the Constitution and our communities. The respect for the value of all human life and dignity without prejudice to anyone is critical for the support of our community.
ADDENDUM: SAN MARINO POLICE DEPARTMENT POLICY

I. Require De-escalation

The San Marino Police Department’s “De-escalation” policy states:

**433.6 De-escalation**: Officers should consider that taking no action or passively monitoring the situation may be the most reasonable response to a mental health crisis.

Once it is determined that a situation is a mental health crisis and immediate safety concerns have been addressed, responding members should be aware of the following considerations and should generally:

- Evaluate safety conditions.
- Introduce themselves and attempt to obtain the person’s name.
- Be patient, polite, calm, and courteous and avoid overreacting.
- Speak and move slowly and in a non-threatening manner.
- Moderate the level of direct eye contact.
- Remove distractions or disruptive people from the area.
- Demonstrate active listening skills (e.g., summarize the person’s verbal communication).
- Provide for sufficient avenues of retreat or escape should the situation become volatile.

Responding officers generally should not:

- Use stances or tactics that can be interpreted as aggressive.
- Allow others to interrupt or engage the person.
- Corner a person who is not believed to be armed, violent or suicidal.
- Argue, speak with a raised voice or use threats to obtain compliance.
2. Duty to Intervene

The San Marino Police Department’s “Duty to Intercede” policy states:

300.2.1 Duty to Intercede: Any officer present and observing another officer using force that is clearly beyond that which is objectively reasonable under the circumstances shall, when in a position to do so, intercede to prevent the use of unreasonable force. An officer who observes another employee use force that exceeds the degree of force permitted by law should promptly report these observations to a supervisor.
3. Require warning before shooting

The San Marino Police Department’s “Deadly Force Applications” policy states:

**300.4 Deadly Force Applications:** An officer may use deadly force to protect him/herself or others from what he/she reasonably believes is an imminent threat of death or serious bodily injury to the officer or another person.

An officer may use deadly force to apprehend a fleeing person for any felony that threatened or resulted in death or serious bodily injury, if the officer reasonably believes that the person will cause death or serious bodily injury to another unless immediately apprehended. Where feasible, the officer shall, prior to the use of force, make reasonable efforts to identify themselves as a peace officer and to warn that deadly force may be used, unless the officer has objectively reasonable grounds to believe the person is aware of those facts.

Officers shall not use deadly force against a person based on the danger that person poses to him/herself, if an objectively reasonable officer would believe the person does not pose an imminent threat of death or serious bodily injury to the officer or to another person (Penal Code § 835a).

An “imminent” threat of death or serious bodily injury exists when, based on the totality of the circumstances, a reasonable officer in the same situation would believe that a person has the present ability, opportunity, and apparent intent to immediately cause death or serious bodily injury to the officer or another person. An officer’s subjective fear of future harm alone is insufficient as an imminent threat. An imminent threat is one that from appearances is reasonably believed to require instant attention (Penal Code § 835a).
5. Require Comprehensive Reporting

The San Marino Police Department’s “Reporting Use of Force” policy states:

300.5 Reporting Use of Force: Any use of force by a member of this department shall be documented promptly, completely and accurately in an appropriate report, depending on the nature of the incident. The officer should articulate the factors perceived and why he/she believed the use of force was reasonable under the circumstances. To collect data for purposes of training, resource allocation, analysis and related purposes, the Department may require the completion of additional report forms, as specified in department policy, procedure or law.

300.5.1 Notification to Supervisors: Supervisory notification shall be made as soon as practicable following the application of force in any of the following circumstances:

a. The application caused a visible injury.
b. The application would lead a reasonable officer to conclude that the individual may have experienced more than momentary discomfort.
c. The individual subjected to the force complained of injury or continuing pain.
d. The individual indicates intent to pursue litigation.
e. Any application of a EMDT or control device.
f. Any application of a restraint device other than handcuffs, shackles or belly chains.
g. The individual subjected to the force was rendered unconscious.
h. An individual was struck or kicked.
i. An individual alleges any of the above has occurred.

300.5.2 Use of Force Overview: Any sworn officer who in the course of their duties, uses force beyond a firm grip to control and/or arrest a person, shall as soon as practical notify a supervisor of that force. This is applicable to any striking force by the officer, impact weapons, arrest control holds and related techniques, the use of chemical agents, electronic incapacitation devices, and the discharge of any firearm.

300.5.3 Reporting to California Department of Justice: Statistical data regarding all officer-involved shootings and incidents involving use of force resulting in serious bodily injury is to be reported to the California Department of Justice as required by Government Code § 12525.2.
6. Ban chokeholds and strangleholds

PLEASE NOTE: As of today, the Department has placed a moratorium on the use of the carotid control hold, pending legislation that is currently in the California State Legislature. If the legislation is passed and it is no longer legal in the State of California, it will be removed as an approved use of force technique. The CCHR has not been utilized by any member of the department in at least 23 years.

300.3.4 Carotid Control Hold: The proper application of the carotid control hold may be effective in restraining a violent or combative individual. However, due to the potential for injury, the use of the carotid control hold is subject to the following:

a. The officer shall have successfully completed department-approved training in the use and application of the carotid control hold.

b. The carotid control hold may only be used when circumstances perceived by the officer at the time indicate that such application reasonably appears necessary to control a person in any of the following circumstances:
   1. The subject is violent or physically resisting.
   2. The subject, by words or actions, has demonstrated an intention to be violent and reasonably appears to have the potential to harm officers, him/herself or others.

c. The application of a carotid control hold on the following individuals should generally be avoided unless the totality of the circumstances indicates that other available options reasonably appear ineffective, or would present a greater danger to the officer, the subject or others, and the officer reasonably believes that the need to control the individual outweighs the risk of applying a carotid control hold:
   1. Females who are known to be pregnant
   2. Elderly individuals
   3. Obvious juveniles
   4. Individuals who appear to have Down syndrome or who appear to have obvious neck deformities or malformations, or visible neck injuries

d. Any individual who has had the carotid control hold applied, regardless of whether he/she was rendered unconscious, shall be promptly examined by paramedics or other qualified medical personnel and should be monitored until examined by paramedics or other appropriate medical personnel.

e. The officer shall inform any person receiving custody, or any person placed in a position of providing care, that the individual has been subjected to the carotid control hold and whether the subject lost consciousness as a result.

f. Any officer attempting or applying the carotid control hold shall promptly notify a supervisor of the use or attempted use of such hold.

g. The use or attempted use of the carotid control hold shall be thoroughly documented by the officer in any related reports.
7. Ban shooting at moving vehicles

The San Marino Police Department’s “Shooting at or from Moving Vehicles” policy states:

300.4.1 Shooting at or from Moving Vehicles: Shots fired at or from a moving vehicle are rarely effective. Officers should move out of the path of an approaching vehicle instead of discharging their firearm at the vehicle or any of its occupants. An officer should only discharge a firearm at a moving vehicle or its occupants when the officer reasonably believes there are no other reasonable means available to avert the threat of the vehicle, or if deadly force other than the vehicle is directed at the officer or others.

Officers should not shoot at any part of a vehicle in an attempt to disable the vehicle.