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City of Beverly Hills

**Health and Safety Commission
Regular Meeting**

July 27, 2009

4:00 PM

City Hall Room 280-A

***Enhancing the Health and Safety of
Our Community***

A detailed Commission packet is available for review in the Library and City Clerk's Office.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Manager's Office at (310) 285-1014. Please notify the City Manager's Office at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Conference Room 280-A is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.

**CITY OF BEVERLY HILLS
City Hall Room 280-A
AGENDA**

HEALTH AND SAFETY COMMISSION REGULAR MEETING

July 27, 2009
4:00 p.m.

- A. ROLL CALL**
- B. PLEDGE OF ALLEGIANCE**
- C. COMMISSION MINUTES**
 - Consideration of minutes of June 22, 2009.
- D. ORAL COMMUNICATIONS FROM THE AUDIENCE**

At this time, members of the public may address the Commission regarding any items not on the Agenda that are within the subject matter jurisdiction of the Commission. By State law, the Commission may not discuss or vote on items not on the Agenda.
- E. REPORT FROM THE CHAIRPERSON**
 - Mayor's Cabinet Meeting – July 8, 2009.
 - Other items of interest.
- F. DIRECTOR'S REPORT**
 - Report from Myra Lurie, Beverly Hills School District Board Member
 - Information Only:
 - a) Health and Safety Commission Calendar
 - Other Items
- G. NEW BUSINESS**
 1. Commission Terms
 2. Roles and Responsibilities of Commissioners in Disasters
 3. Update on Health and Safety Week
 4. Change of August Meeting Date
- H. COMMENTS FROM COMMISSIONERS**

Commissioners' brief responses to public comments, questions for clarification, brief announcements, request for information, and brief reports on activities.
- I. ADJOURNMENT**

CITY OF BEVERLY HILLS
City Hall Room 280-A
MINUTES

HEALTH AND SAFETY COMMISSION REGULAR MEETING

June 22, 2009

4:00 p.m.

A. ROLL CALL

Commissioners Present: Aronberg, Kopeikin, Judelson, Vice Chair Landau, Chair Seidel

Commissioners Absent: Millan, Setian

Commissioner Setian arrived at 4:35 p.m.

Staff: P. Mottice Muller, K. Ryan, Sergeant Mike Foxen, Officer Anne Marie Lunsman

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Judelson

C. COMMISSION MINUTES

MOVED by Landau, SECONDED by Judelson to approve the minutes of the meeting on May 18, 2009 (5/0)

Ayes: Judelson, Aronberg, Landau, Seidel, Kopeikin

Noes: None

Absent: Millan, Setian

CARRIED.

D. ORAL COMMUNICATIONS FROM THE AUDIENCE

Community member Jody Kleinman requested the Commission's support on changing the city's zoning to ban all oil well drilling in the City of Beverly Hills, including the oil well on the property of the Beverly Hills High School. Current zoning in the City allows for drilling at the high school location only. This would allow for no more drilling at the High School after the lease ends with Venoco in 2016. City Attorney Larry Wiener is working on updating the current ordinance concerning the oil well at the high school. Chair Seidel noted that the updated ordinance should go before the Health and Safety Commission before it goes to the City Council. When the ordinance is discussed by the Commission, the issue of zoning will also be discussed. Staff will contact Ms. Kleinman so that she can attend the meeting when this item is discussed by the Health and Safety Commission.

E. REPORT FROM THE CHAIRPERSON

MAYOR'S CABINET MEETING – MAY 26, 2009 AND JUNE 10, 2009

Chair Seidel noted the following items that were discussed at the past two Mayor's Cabinet meetings which relate to health and safety:

- A letter was sent to all residents with information regarding new water rationing standards in Beverly Hills.
- An energy saving lighting system is being tested on the 700 block of North Beverly. This lighting system does not give enough light to be used at major intersections.
- The parking situation on South Beverly is getting worse.

OTHER ITEMS OF INTEREST.

None.

F. DIRECTOR'S REPORT

The following items were reported by Myra Lurie, Beverly Hills School District Board Member:

- Schematics of the new school district building and layouts were shared with the Commission.
- When new classrooms are built, they will be more seismically sound.
- The oil well lease will remain in effect until 2016, as there is no legal way to break the lease.
- Commissioner Landau noted that he saw chains on the outside of some of the doors at Beverly Vista School, causing unsafe conditions. Ms. Lurie said she would look into this matter.
- Ms. Lurie confirmed that Chair Seidel (Health and Safety Commission Liaison) and Commissioner Millan (full member) are members of the Facilities Advisory Committee and they will be added to the email distribution for this group along with Director Mottice Muller.

INFORMATION ONLY:

Commission Calendar - no discussion

OTHER ITEMS: none

G. NEW BUSINESS

1. NEIGHBORHOOD WATCH MEETINGS

Sergeant Mike Foxen reported to the Commission that there was a significant increase (over 50%) in participation in this year's Neighborhood Watch meetings than previous years. It was also noted that there will not be twenty-one meetings next year, as it will be scaled down to about five meetings. Sergeant Foxen mentioned that the feedback from many of the residents who participated in the meetings was very positive.

Sergeant Foxen concluded by thanking the Commissioners for their participation and leadership in this year's Neighborhood Watch program.

2. STATUS OF MASS NOTIFICATION SYSTEM

Officer Anne Marie Lunsman reported that the City's new mass notification system is operational. A test was done among the employees of the Police Department, which was very successful. Other City departments have been given the go-ahead to test the system among employees. Officer Lunsman noted that she had the opportunity to utilize the system for an actual situation which occurred on June 2nd when a water main broke near the Beverly Hilton. Many of the residents which the system attempted to reach were not home at the time, most likely due to the time of day. Also, Officer Lunsman noted the system's versatility and how easy it is to use. The system has the ability to generate percentages and reports which were cumbersome to generate with the older system.

Officer Lunsman asked the Commissioners about their experiences in signing up for the "opt-in" option on the new system. Commissioners agreed that it was easy, and asked a few follow-up questions which were addressed.

Small cards with information regarding signing up for the mass notification system were passed out to Commissioners to share with friends and family.

3. REPORT FROM CITY COUNCIL LIAISON MEETING

Chair Seidel, Vice Chair Landau, and Director Mottice Muller attended the City Council Liaison meeting on June 8th which also included Council liaisons Vice Mayor Delshad and Councilmember Mirisch. Issues concerning the Health and Safety Commission were discussed in an effort to bring Councilmember Mirisch up to date on the commission's work plan. Other matters discussed at the meeting were bike paths, breathalyzer stations at restaurants, the use of local homeowner groups to disseminate

health and safety information, and the desire of the City Council Liaisons to have the Health and Safety Commission serve as the main place where the public can go to address health and safety issues.

4. **RE-APPOINTMENTS, ROTATIONS, AND FISCAL YEAR VS. CALENDAR YEAR**
Options to stagger reappointments of Commissioners were discussed. Commissioners agreed on a term staggering schedule and asked staff to confirm the schedule with the City Clerk and to place the item on July's agenda for further discussion and approval.

The Commission agreed to change the work plan from calendar year to the fiscal year (July 1 through June 30).

MOVED by Landau, **SECONDED** by Judelson to change Chair and Vice Chair terms to reflect the fiscal year (6/0)

Ayes: Judelson, Aronberg, Landau, Seidel, Kopeikin, Setian

Noes: None

Absent: Millan

CARRIED.

MOVED by Judelson, **SECONDED** by Kopeikin to extend the current Chair and Vice Chair's terms for six months to coincide with the fiscal Year (6/0)

Ayes: Judelson, Aronberg, Landau, Seidel, Kopeikin, Setian

Noes: None

Absent: Millan

CARRIED.

5. **REPORT FROM HEALTH AND SAFETY WEEK COMMITTEE MEETING**

Commissioners Aronberg, Millan, and Judelson attended the meeting on June 8th. Options for speakers to invite to Health and Safety week were discussed. The Committee agreed that two to three talks should be given during the week. Commissioner Millan is working on obtaining health screenings related to Cedars Sinai. Staff was directed to schedule an additional meeting in July.

H. COMMENTS FROM COMMISSIONERS

Commissioner Judelson noted that CPR Day was cancelled, but no explanation was given as to why the event was cancelled.

I. ADJOURNMENT

There being no further business, Chair Seidel, with the consent of the Commission, adjourned the meeting at 5:54 p.m.

PASSED, Approved and Adopted

This _____ day of _____, 2009

David Seidel, Chair

HEALTH AND SAFETY COMMISSION CALENDAR

Updated: 7/20/09

** = New Item Added

JULY 2009

Day	Date	Time	Meeting/Event	Location	Attendees
Mon	27	4:00pm	Health and Safety Commission Meeting	City Hall 280-A	All

AUGUST 2009

Day	Date	Time	Meeting/Event	Location	Attendees
Wed	12	4:30pm	Mayor's Cabinet Meeting	280-B	PL (DS out of town)
Mon	24	4:00pm	Health and Safety Commission Meeting	City Hall 280-A	All

SEPTEMBER 2009

Day	Date	Time	Meeting/Event	Location	Attendees
Wed	9	4:30pm	Mayor's Cabinet Meeting	280-B	DS
Mon	21	4:00pm	Health and Safety Commission Meeting	City Hall 280-A	All

OCTOBER 2009

Day	Date	Time	Meeting/Event	Location	Attendees
Wed	14	4:30pm	Mayor's Cabinet Meeting	280-B	DS
Thu	15	10:50am	The Great California Shakeout		
Mon	26	4:00pm	Health and Safety Commission Meeting	City Hall 280-A	All
M-Sat	26-31		Health and Safety Week		

NOVEMBER 2009

Day	Date	Time	Meeting/Event	Location	Attendees
Sun	1	9:00-1:00p	Health and Safety Expo at Farmer's Market	Civic Center Drive	
Wed	11	4:30pm	Mayor's Cabinet Meeting	280-B	DS
Mon	23	4:00pm	Health and Safety Commission Meeting	City Hall 280-A	All

DECEMBER 2009

Day	Date	Time	Meeting/Event	Location	Attendees
Wed	9	4:30pm	Mayor's Cabinet Meeting	280-B	DS
Mon	14	4:00pm	Health and Safety Commission Meeting	City Hall 280-A	All

JANUARY 2010

Day	Date	Time	Meeting/Event	Location	Attendees
Wed	13	4:30pm	Mayor's Cabinet Meeting	280-B	DS

FEBRUARY 2010

Day	Date	Time	Meeting/Event	Location	Attendees
Wed	10	4:30pm	Mayor's Cabinet Meeting	280-B	

MARCH 2010

Day	Date	Time	Meeting/Event	Location	Attendees
Wed	10	4:30pm	Mayor's Cabinet Meeting	280-B	



CITY OF BEVERLY HILLS

Policy and Management

MEMORANDUM

TO: Health and Safety Commissioners

FROM: Pamela Mottice Muller, Director Office of Emergency Management

DATE: July 27, 2009

SUBJECT: Commission Terms

INTRODUCTION

The ordinance of the Health and Safety Commission states **"Health and Safety Commission members except as otherwise provided in this Section 2 and in Title 2, Chapter 2, Article 16. Upon expiration of the initial two-year term of the first seven commissioners, the City Council may reappoint those seven commissioners for terms ranging from two to six years in order to establish staggered terms for future commissioners."**

As of this date, all Health and Safety Commissioners have submitted their paperwork to be re-appointed to an additional term.

During the June 2009 Health and Safety Commission meeting, commissioners discussed recommendations to stagger Commission terms. The recommendation was given to the City Clerk who consulted with the City Council Liaisons. Staff requests the Commission finalize their recommendation to then be given to the City Clerk.

SUMMARY

At the last Commission meeting, the Commission discussed a choice of 3-4-5 year re-appointments. The Commission recommended 2 members could be reappointed for 3 years, 3 for 4 years and 2 for 5 years. Commissioners decided the best way was to randomly pick names or terms out of a hat. A City Council liaison recommended Commissioners should be allowed to volunteer for the lesser terms before randomly choosing. Since the ordinance states a Commissioner can be re-appointed for 2 to 6 years (making an 8-year commitment for one Commissioner) this can also be an option.

RECOMMENDATIONS

Staff requests the Commission finalize their recommendation for staggering terms including the following:

- term years,
- number of Commissioners in each term,
- who will be appointed to each term by one or a combination of the following:
 - asking for volunteers first
 - allowing the City Council liaisons to decide

- by pulling names or terms out of a hat

Staff asks for the Commission recommendation and approve a term plan. The City Council Liaison's may want to schedule reappointment interviews with you individually prior to November's re-appointment. Staff will advise.



CITY OF BEVERLY HILLS
OFFICE OF THE CITY MANAGER
INTEROFFICE COMMUNICATION

TO: Health and Safety Commission
FROM: Pamela Mottice Muller, Director Office of Emergency Management
DATE: July 27, 2009
SUBJECT: Commissioners Roles/Responsibilities in Disasters

Commissioner Aronberg requested information on the Commission's roles and responsibilities during or after a disaster. A memo was provided to all City Commission's in 2005 in which basic information on the City's Emergency Management function, how the City will respond to a disaster and the Commissioners involvement before, during and after a disaster. These procedures are still in place but Staff is open to specific examples/additions to the following excerpt for all Commissions or just for the Health and Safety Commission. Staff, during the meeting, will also provide Commissioners with the non- public liaison officer's EOC phone number.

The following is an excerpt from that memo:

**COMMISSIONERS INVOLVEMENT
BEFORE A DISASTER:**

- Prepare your home and develop a family disaster plan. You and your family should be able to take care of themselves for forty-eight to seventy-two hours.
- Support ongoing community preparedness efforts such as the Citizen Corp programs including CERT (Community Emergency Response Team training), NHW (Neighborhood Watch) and DCS (Disaster Communications System: Ham Operators).

DURING A DISASTER:

- Follow emergency information.

AFTER A DISASTER

- As soon as possible, Commissioners will be fully briefed and advised where their services are needed most.
- Commissioners should work initially with Department Staff. Once the Emergency Operations Center (EOC) is opened commissioners should work with the Liaison Officer to obtain information and to learn where their services are needed.
- Commissioners who have pre-assigned roles should report according to instructed. e.g. DCS, CERT, Hotline



CITY OF BEVERLY HILLS

Policy and Management

MEMORANDUM

TO: Health and Safety Commissioners
FROM: Pamela Mottice Muller, Director Office of Emergency Management
DATE: July 27, 2009
SUBJECT: August Meeting

Last year, the August Health and Safety Commission meeting was cancelled due to vacation schedules. A request has been made again this year to change the August Commission meeting from its current date of August 24th to either August 17th or August 31st.

Staff requests that the Commission approve this change and choose the date that most Commissioners can attend.