

**CITY OF BEVERLY HILLS
HEALTH AND SAFETY COMMISSION
APPLICATION**

TO: HONORABLE MAYOR AND CITY COUNCIL

I am a resident of the City of Beverly Hills and am interested in being considered for an appointment on the Health and Safety Commission.

Name: _____ E-mail Address: _____

Residence Address **(required)**: _____ Zip Code: _____

Mailing Address (optional): _____ Zip Code _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

How long have you resided in Beverly Hills? _____ (Applicant must be a resident of the City for a minimum of two years prior to filing an application.)

Occupation: _____

Have you ever been a paid lobbyist/legislative advocate?

Have you ever applied to the Team Beverly Hills Program? _____

Are you a member or alumnus of the Team Beverly Hills Program? _____

Have you applied or served previously for a Commission appointment? If so, which Commission(s)?

Are you a member of any of the following Citizen Corps volunteer groups?

- | | |
|---|--|
| <input type="checkbox"/> DCS | <input type="checkbox"/> VIP |
| <input type="checkbox"/> Neighborhood Watch (Block Captain) | <input type="checkbox"/> Neighborhood Watch (Member) |
| <input type="checkbox"/> CERT | |

1. Why do you wish to be a member of the Health and Safety Commission?

2. List community activities, especially those involving issues of community risk, hazards, security, public health & welfare, or disaster preparedness, and describe your role.

3. What do you see as an issue(s) in community risk and hazards, disaster awareness, security, or public health in Beverly Hills?

4. What demonstrated skills, abilities, or training do you have that would help you serve on the Commission?

5. Describe your strategies and ideas for increasing the community's involvement in the areas of disaster preparedness, public health, safety, and other related topics?

6. How would you describe your interpersonal skills/objectivity in dealing with individuals and organizations to be heard, and to directly interact with the Commission? Do you have any conflict of interests?

7. Please describe your availability to attend activities outside of the monthly meeting schedule.

Date _____ Signature _____

Completed applications may be returned to the City Clerk's Office, Room 290, 455 North Rexford Drive, Beverly Hills, CA 90210. If you have any questions, please contact the City Clerk at 310.285.2400.

IMPORTANT NOTICE

In order that we may preserve the integrity of the application and interview process, please direct all inquiries to the City Clerk, City Manager or the Director of Emergency Management, Resilience, and Recovery. Please **DO NOT** contact the City Councilmembers.

Serving on the Beverly Hills Health and Safety Commission

In July 2007, the City Council established the Beverly Hills Health and Safety Commission with the mission to strive to maintain and improve the overall health and safety of the community and a vision to inspire greater citizen participation and awareness regarding health and safety issues that affect our community.

The Health and Safety Commission is one of the City Commissions appointed by the City Council, consisting of five members who act as an advisory body to the Beverly Hills City Council. Commissioners must be residents of the City and have a related health and safety background in areas such as public health, safety, medical, security, emergency management, member of a Citizen Corps volunteer group, community and public outreach, public relation, a representative from a related business and/or non-governmental community agency or organization or from a related health and safety field.

An application form for appointment for the Commission may be obtained in the City Clerk's office in Room 290 of City Hall or by telephoning 310.285.2400. All applicants will be interviewed by a subcommittee of the City Council. Following these interviews, the subcommittee will recommend the names of top candidates to the full City Council. City Councilmembers may then conduct further interviews before making a final selection at a formal City Council meeting.

Legal Authorities and Responsibilities

The Beverly Hills Municipal Code sets out the areas which the Health and Safety Commission has authority to act as an advisory body to the City Council. The Health and Safety Commission shall strive to maintain and improve the overall health and safety of the community in accordance with its purposes and responsibilities.

The Commission shall have the following purposes and responsibilities:

1. **Increase Public Awareness:** Promote and broaden community awareness of health and safety issues, including issues of public health and welfare, healthy lifestyles, mitigation of safety risks and hazards, the importance of disaster preparedness (hereafter "health and safety issues") and encourage citizen participation in efforts aimed at promoting health and safety issues.
2. **Inform The Public:** Educate and inform members of the community regarding health and safety issues and risk avoidance through various means, including, but not limiting to, public discussion, website publications and postings, community outreach, sharing of information and by assisting at and supporting City-sponsored activities and programs which promote health and safety issues.

3. Provide A Public Forum: Provide the community with a public forum within which members of the general public can discuss and/or comment on health and safety issues.
4. Provide Recommendations: Recommend strategies aimed at improving the health and safety of the City, including as directed by the City Council, or as requested by members of the general public, and/or which relate to health and safety issues.
5. Support Efforts Aimed At Disaster Preparedness, Prevention, Mitigation, Response And Recovery: Support the work of all City departments before, during and after a medical, natural or manmade disaster, and strengthen ties with the community's disaster related stakeholders.
6. Recognize Achievement: Honor individuals, businesses or groups that have demonstrated leadership in the field of health and safety, have promoted health and safety issues and/or have otherwise made a contribution to the missions of the Health and Safety Commission.

Commissioners must provide support for projects which promote community health, safety, preparedness, and the mitigation of community risk including, but not limited to: Citizen Corps programs, all-hazard disaster preparedness and mitigation campaigns, community disaster response and recovery plans, senior and public health issues, campaigns and projects and any other health or safety related issues and projects. The Commission shall not be a department oversight Commission, a police oversight Commission, or a fire oversight Commission. The Commission shall not become involved with:

1. Police or fire response issues;
2. Issues that involve special technical expertise;
3. School safety issues;
4. Monitoring or overseeing any enforcement activities of any City department, including, but not limited to, enforcement of this code, enforcement of traffic laws, or enforcement of state criminal or civil laws. (Ord. 16-O-2701, eff. 5-6-2016)

Operations, Staffing and Time Commitment

The Commission meeting dates and times are the fourth Monday of the month at 4:00 p.m. Meetings usually last approximately two hours, but often go longer. There may also be additional meetings on other days or other times that may be designated as special, adjourned, subcommittee, or joint meetings. Meetings typically follow an agenda. Meetings shall be held in study room 280A of the City Council Chambers at

Beverly Hills City Hall. The meetings will be conducted by the Chair, or in his/her absence, the Vice Chair. From time to time, Commissioners may serve on ad-hoc committees of two, appointed by the Chair to study particular issues and make recommendations to the full Commission. The Commission will work with the staff liaison, the Director of Emergency Management, Resilience, and Recovery. Additionally, the Commission will have regular interaction with representatives of other City staff departments. The Beverly Hills Unified School District and all City Departments have assigned a representative as the liaison to the Commission.

By the Friday before each meeting, the Commissioners will receive an agenda and supplementary materials regarding projects to be reviewed at the meeting. Depending on the length and complexity of the agenda, Commissioners can expect to spend between one and two hours reviewing the materials in advance of the meeting. In general, Commissioners can expect to spend five to ten hours per month on meetings and related activities.

The presence of at least three Commissioners constitutes a quorum and is required to conduct a meeting and make formal recommendations. The Commission must conduct its meetings and formulate its decisions with its own set of operating rules, and with State law (the Brown Act), which requires all meetings to be open to the public. Minutes of the meeting are taken by a staff recording secretary.

State law requires compliance with conflict of interest requirements, which involve filing a financial disclosure form with the City Clerk which is available to the public to inspect. Interested persons may contact the City Clerk's office to inspect a sample report. Commissioners may not deliberate or participate in any case in which the Commissioner has an interest. The City Attorney's Office, which also provides staff support to the Commission, can provide guidance to individual Commissioners who may have questions on a case-by-case basis. Commissioners will find that interested parties to an application (both pro and con) will attempt to engage them in conversation about a pending case; it is nevertheless important for Commissioners to maintain an impartial distance from those interested in issues coming before the Commission and must maintain this impartiality, sometimes in the context of impassioned pleas from their fellow residents, business colleagues, friends, and acquaintances.