



## **City of Beverly Hills**

### **Health and Safety Commission Regular Meeting**

**September 22, 2008  
4:00 pm  
City Hall Room 180-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 180-A is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.

**CITY OF BEVERLY HILLS  
City Hall Room 180-A  
AGENDA**

**HEALTH AND SAFETY COMMISSION REGULAR MEETING**

September 22, 2008

4:00 p.m.

**A. ROLL CALL**

**B. PLEDGE OF ALLEGIANCE**

**C. COMMISSION MINUTES**

- Consideration of minutes of Special Meeting August 4, 2008.

**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 – September 10, 2008.
- Other items of interest.

**F. DIRECTOR'S REPORT**

- Report from Myra Lurie, Beverly Hills School District Board Member
- Information Only:
  - a) E Waste Round Up Flyer
  - b) FY 2008/2009 Operating Budget
  - c) FY 2008/2009 Capitol Improvement Budget
  - d) August/September CPR & C.E.R.T. Newsletter
  - e) Emergency Preparedness Flyer
- Other Items

**G. NEW BUSINESS**

1. 3N Mass Notification System Implementation: Lieutenant Tim West
2. Legislative Platform Presentation by Cheryl Friedling, Deputy City Manager of Public Affairs
3. Possible Residential Fire Sprinkler Retrofit Ordinance: Capt. Bruce Lessing
4. Community Outreach Update: Robin Chancellor
  - o National Preparedness Month
5. Establishing Standing and Advisory Committees

6. Review of 2008 Biennial Conflict of Interest Code Report: Exhibit A & B
7. Commissions Involvement in Bond Measure E
8. Mission Statement, Goals, and Objectives Work Plan Discussion

**H. COMMENTS FROM COMMISSIONERS**

Commissioners' brief responses to public comments, questions for clarification, brief announcements, and brief reports on activities.

**I. COMMISSIONERS' INSTRUCTIONS TO STAFF**

Requests for information, provision of references, and directions to place items on future Agendas.

**J. ADJOURNMENT**



## BEVERLY HILLS HEALTH AND SAFETY COMMISSION SPECIAL MEETING

### MINUTES CITY OF BEVERLY HILLS

#### HEALTH AND SAFETY COMMISSION SPECIAL MEETING AUGUST 4, 2008 5:00 PM

#### A. Roll Call

Present: Chair Aronberg, Vice-Chair Seidel  
Commissioners Setian, Millan, Landau, Kopeikin, Judelson

Staff: Pamela Mottice Muller, Director Office of Emergency  
Management/Staff Liaison  
Kathy Ryan and Adrienne Tarazon, Administrative Liaisons

#### B. Pledge of Allegiance

The Pledge of Allegiance was led by Vice Chair Seidel

#### C. Continuation of the Health and Safety Commission's discussion of its mission statement, vision statement, motto, goals and objectives.

Commissioners began by discussing the Health and Safety Commissioners' roles in a disaster as a result of the recent earthquake on July 29, 2008. Commissioners Landau, Millan, and Kopeikin all stated Commissioners should have a special role in a disaster more than other Commissioners. Director Pamela Mottice-Muller then suggested that a future agenda item should be to discuss all Commissioners' roles and especially the Health & Safety Commission's roles in a disaster.

Preparedness activities were discussed to be involved in and promote were:

- National Preparedness Month
- Great California Shakeout
- Safety Week
- Earthquake Preparedness Month

Chair Aronberg stated if Commissioners have additional ideas and topics to incorporate in the commission work plan then they need to do so. Commissioner Judelson discussed the need to outreach and track those who are elderly or have special needs.

Commissioners reviewed goals and objectives and agreed to adjust some wording. All Commissioners agreed on being “ambassadors” for health and safety preparedness/awareness.

Chair Aronberg also mentioned health and safety topics are listed for the public to see, but people might want to discuss other topics as well and the Health and Safety Commission should allow them that opportunity. Staff liaison mentioned that with the acceptance of the work plan, goals and objectives this provides the Health and Safety with a very important framework to what they will and want to do in the coming year. Director Mottice-Muller, although only a frame work, suggested any additions should be included now. Commissioner Kopeikin then suggested different outreach campaigns could be a future agenda item.

Commissioner Millan suggested the Health and Safety Commission be more “hands-on” by helping out in a variety of ways:

- Helping update directories
- Help with writing the November exercise
- Community outreach (door-to-door)
- Health Fairs

Commissioner Setian agreed, stating the Commissioners should do whatever they could to deliver the message of being aware and prepared. Director Pamela Mottice-Muller noted that Commissioner Setian had gotten the preparedness message out to about 100 friends at an event that was held in memory of his son. This was an example of how the Commission can help to spread the message. Commissioner Judelson’s efforts to spread the word were also noted.

Commissioners all approved the work plan and a City Council liaison meeting will be scheduled.

#### **D. Public Comments**

Planning Commission Chair Noah Furie spoke about wanting the Health and Safety Commissioners’ input on the General Plan. He also suggested that City Building Official George Chavez’s attendance at a future meeting for discussion of any building code questions Health and Safety Commissioners may have.

The Commission discussed whether or not to cancel the meeting on August 25<sup>th</sup>, as many of the Commissioners would be unable to attend.

MOVED by Judelson, SECONDED by Seidel to cancel the regular meeting on August, 25 (7/0)

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

Notes: None

CARRIED.

**D. Adjournment**

There being no further business, Vice-Chair Seidel, with the consent of the Commission, adjourned the meeting at 6:35 pm.

PASSED, Approved and Adopted

This \_\_\_\_\_ day of \_\_\_\_\_, 2008

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Sandra Aronberg, Chair

# TOO TOXIC TO TRASH

Household Hazardous  
and E-Waste Round Up

Saturday

October 4, 2008

9:00 a.m. - 3:00 p.m.

Beverly Hills City Streets

Foothill Road, between  
Alden Drive & West 3rd St.

Beverly Hills

Open to all LA County residents.

PROJECT  
*Pollution*  
PREVENTION

## DISPOSE OF HOUSEHOLD HAZARDOUS WASTE AND E-WASTE THE RIGHT WAY ON SATURDAY, OCTOBER 4, 2008

### BUSINESS WASTE WILL NOT BE ACCEPTED.

#### How to prepare items for transportation:

- Bring the items in a sturdy box, preferably in their original labeled containers.
- Do not mix the items together.
- There is a limit of 15 gallons or 125 pounds of hazardous waste per trip.
- Be prepared to leave your containers and boxes. Remove all other items from your trunk.

#### What you CAN bring to an event (examples):

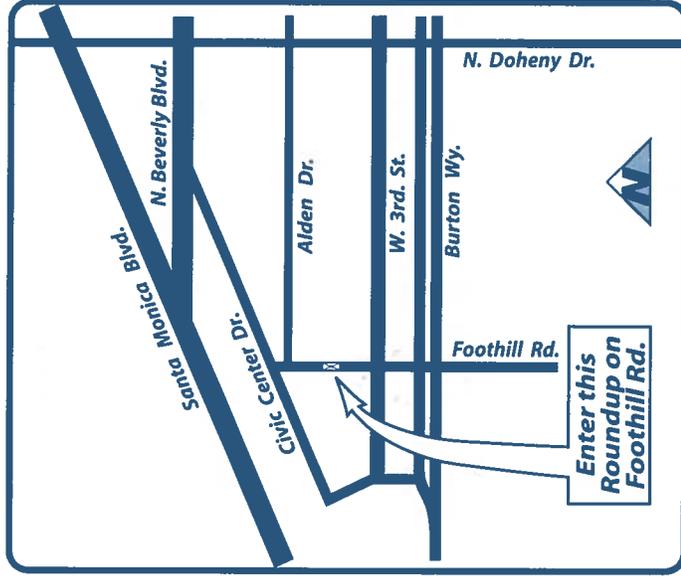
- Brake fluid, paint, paint thinner, cleaners with acid or lye, pesticides or herbicides, household batteries and car batteries, pool chemicals, motor oil, oil filters, expired pharmaceuticals, anti-freeze, and fluorescent light bulbs.
- Household electronic waste which includes: Computer monitors, televisions, computer CPUs, keyboards, printers, cellular phones, etc.

#### What you CAN'T bring to an event:

- Hazardous waste and electronic waste from businesses.
- Explosives, ammunition and radioactive materials.
- Trash and tires.
- White goods such as refrigerators, stoves and washing machines, etc.

For a complete listing of what you can and cannot bring or information on events, contact:

1 (888) CLEAN-LA • [www.888CleanLA.com](http://www.888CleanLA.com), or  
1 (800) 238-0172 • [www.lacsd.org](http://www.lacsd.org)



Brought to you by the County of Los Angeles and presented by the Department of Public Works and the Sanitation Districts of Los Angeles County in cooperation with the cities of Beverly Hills, Culver City, Los Angeles and West Hollywood.

**Universal Waste such as household batteries, electronic devices, fluorescent light bulbs, and mercury thermostats SHOULD NOT be placed in your trash. Bring them to the Roundups.**



You can also take your used motor oil to more than 600 oil recycling centers in Los Angeles County. Call 1 (888) CLEAN-LA for a complete listing.

# MUY TÓXICO PARA TIRAR A LA BASURA

Recolección de Desechos  
Tóxicos del Hogar  
y Electrónicos

Sábado,  
4 de octubre de 2008  
9:00 a.m. - 3:00 p.m.  
En las Calles de la  
Ciudad de Beverly Hills  
Foothill Road entre  
Alden Drive y West 3rd St.  
Beverly Hills

Abierto a todos los residentes del  
Condado de Los Angeles.

P R O J E C T  
**Pollution**  
P R E V E N T I O N

## Desahagase de sus Desechos Tóxicos del Hogar y Electrónicos de la Manera Correcta, el sábado, 4 de octubre de 2008

### DESECHOS DE NEGOCIOS NO SERÁN ACEPTADOS

#### ¿Cómo preparar artículos para el transporte ?

- Traiga los artículos en una caja firme, de preferencia en sus envases originales con las etiquetas.
- No mezcle productos diferentes.
- Hay un límite de 15 galones o 125 libras por viaje.
- Esté preparado para dejar sus envases y cajas. Favor de sacar todos los otros artículos de la cajuela.

#### Lo que puede traer al evento:

- Líquido de frenos, pintura, tiner, limpiadores con ácido, pesticidas o herbicidas, baterías de casa y automóvil, químicos de alberca, aceite de motor, filtros del aceite, medicamentos caducados, anticongelantes y lámparas de tubo fluorescentes.

- Desechos electrodomésticos, monitores de computadoras, televisiones, UPC's de computadoras, teclados, impresoras, teléfonos móviles, etc.

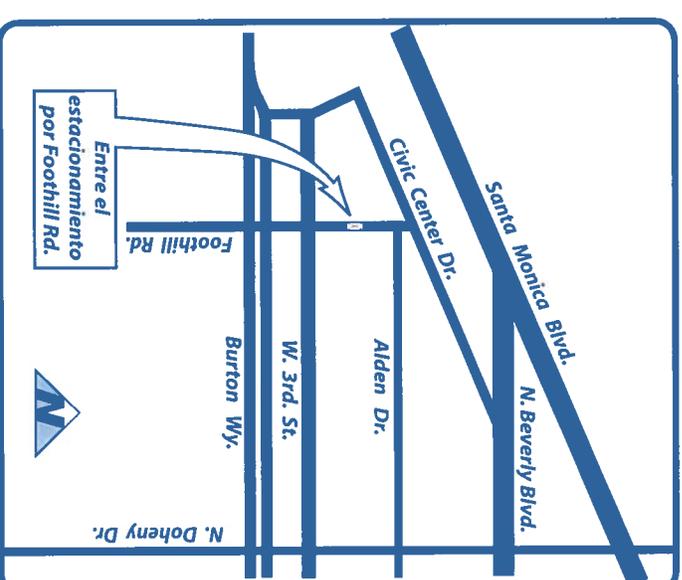
#### Lo que no puede traer:

- Desechos tóxicos y electrónicos de negocios.
- Explosivos, municiones, materiales radiactivos.
- Basura y llantas.
- Refrigeradores, estufas y lavadoras.

Para una lista completa de lo que puede o no puede traer o para información

sobre los eventos llame al:

1(888) CLEAN LA • [www.888cleanLA.com](http://www.888cleanLA.com) o al  
1(800) 238-0172 • [www.lacsd.org](http://www.lacsd.org)



Patrocinado por el Condado de Los Angeles y presentado por el Departamento de Obras Públicas y los Distritos Sanitarios del Condado de Los Angeles en cooperación con las ciudades de Beverly Hills, Culver City, Los Angeles y West Hollywood.

**NO PONGA Desechos Universales**  
**tales como baterías de casa, aparatos**  
**electrodomésticos, lámparas de tubo**  
**fluorescentes y termómetros**  
**de mercurio en su basura.**  
**¡Tráigalos a los eventos de recolección!**



También puede llevar su aceite de motor usado a más de 600 centros de reciclaje en el Condado de Los Angeles. Llame al 1(888) CLEAN LA para el lugar más cercano a usted.



**Beverly Hills  
C.P.R.  
Saves Lives**

*From the Heart ...*

# *Beverly Hills CPR News*

Beverly Hills Fire Department • 445 North Rexford Drive, Beverly Hills, California 90210 • (310) 281-2753

**AUGUST 2008**

## **MESSAGE FROM THE COORDINATOR**

**I guess I had another senior moment when I wrote the newsletter last month in that I forgot to congratulate Jeanette Bowman on completing the rigorous steps and becoming a full-fledged instructor. We are glad that she is now able to teach on her own and look forward to seeing her here at the TC more often.**

**Most of you know the wonderful success story of our former WorldPoint Rep, Phil Fasone. His story was featured in the Chicago Business News on July 8<sup>th</sup> of 2008. I printed it and have attached it to this newsletter for you all to read. In addition to the article being based on Phil's story, it is a great reminder of why we do what we do and how age is not a factor in cardiac arrest. And just in case you forgot, Phil was actually on his way out here to attend our Volunteer Recognition Event when the incident occurred.**

**If you look carefully at the calendar, you will notice that I made an executive decision about our classes. Because of the length of the initial HCP class, we have been scheduling it for two nights in order to ensure completion. In recent months, this has become a problem since many people in the healthcare field or in nursing school, cannot take off two consecutive nights. Therefore, beginning with August, the initial class will begin 30 minutes earlier and go until 10 p.m. This will give us 4 ½ hours to complete the course. In addition, I will make sure that the ratio of students to instructors is no more than 2:1. Between the extra time and the lower ratio, we should be fine. The renewal course will remain at the 4 hours beginning at the usual 6 p.m.**

**Clarence and I will be helping out Denise Henry in teaching Camp Children's Hospital Los Angeles. This is a program which allows high school students who are interested in becoming nurses or doctors to spend one week at the hospital shadowing personnel in all departments to get a first-hand idea of what this type of work involves.**

**Denise will be using the CPR Anytime Kits to teach the students CPR. Clarence and I both did this last year and it was rewarding to work with such focused and dedicated young adults so we both offered to participate again.**

**And finally, last but certainly not least, the Beverly Hills Masonic Lodge is giving out its annual Policeman and Fireman of the year awards on July 29<sup>th</sup>. This year, Captain Greg Barton will be receiving the Firefighter of the Year award. In addition to his personal plaque, Captain Barton will be receiving a check in the amount of \$1,000.00 made out to the charity selected by the honoree. Greg selected the Friends of Beverly Hills CPR to be the recipient. Everyone associated with the program thanks Greg for sharing this honor with us and congratulate him on the recognition he so well-deserves as well as Chief Scranton and the department for this unexpected surprise and acknowledgment of our value, place, and importance to this department.**

#### **NEWS FROM THE AHA**

**I found another piece of reading material which was worth including in this August newsletter.**

**This is a News Release from the AHA regarding the results of a recent survey. Please read it but to give you a summary, the AHA did an online survey of 1,100 adults. Of this number, 89% said they were "...willing and able to do something to help if they witnessed a medical emergency. Yet, only 21% were confident they could perform CPR, and only 15% believed they could use an AED in an emergency."**

**The rest of the article addresses these statistics as well as relates a success story of bystander CPR.**

## CALENDARS

### AUGUST 2008

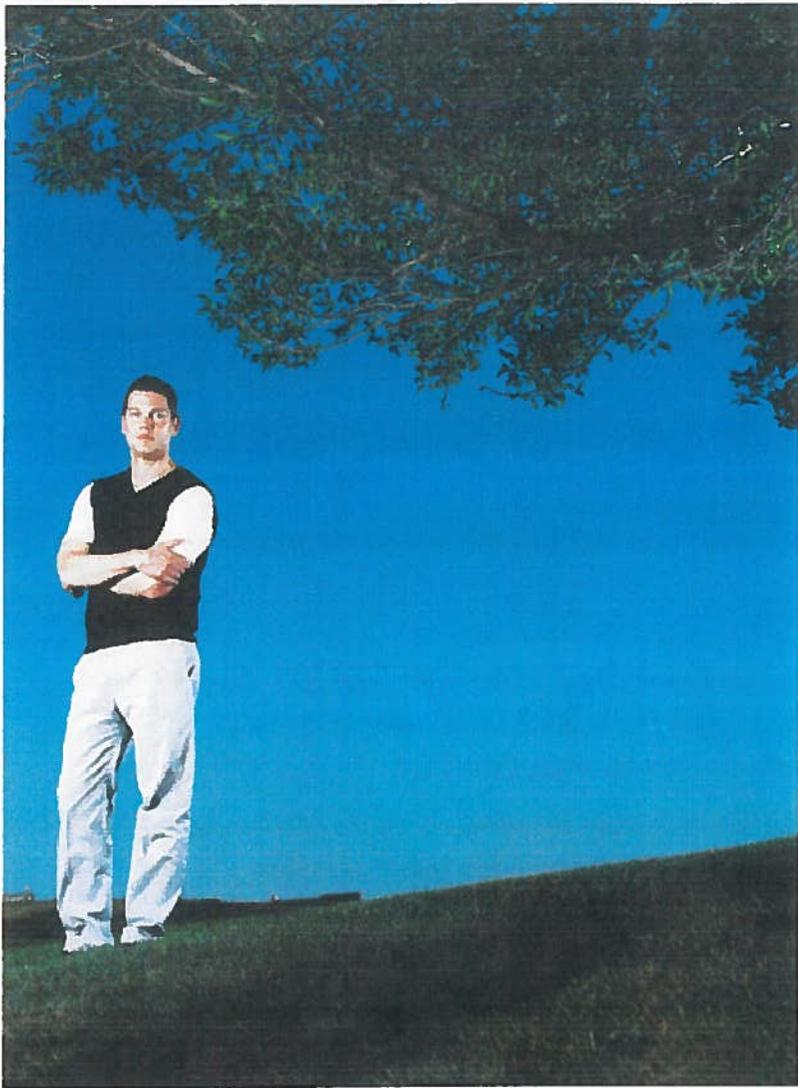
Wednesday, 6	Family and Friends 6:00 p.m. – 9:00 p.m.	CPR Training Room (Community)
Tuesday, 12	CPR Anytime 1:00 p.m. – 3:00 p.m.	Camp Children's Hospital At Children's Hospital
	Heartsaver First Aid 6:00 p.m. – 9:00 p.m.	Director's Guild (Private)
Wednesday, 13	Heartsaver AED 8:00 a.m. – 12 noon	BH CPR Training Room (City Class)
	Heartsaver AED 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Thursday, 14	Heartsaver CPR 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Monday, 18	HCP – Initial <u>5:30</u> p.m. – 10:00 p.m.	CPR Training Room (Community)
Tuesday, 19	Heartsaver AED 8:00 a.m. – 12 noon	BH CPR Training Room (City Class)
Tuesday, 26	Family and Friends 6:00 p.m. – 9:00 p.m.	CPR Training Room (Community)
Wednesday, 27	HCP - Renewal 6:00 p.m. – 10:00 p.m.	CPR Training Room (Community)

### SEPTEMBER 2008

Monday, 1	Labor Day	Office Closed
Wednesday, 3	Family and Friends 6:00 p.m. – 9:00 p.m.	CPR Training Room (Community)
Tuesday, 9	Heartsaver AED 5:30 p.m. – 9:30 p.m.	Director's Guild (Private)

Wednesday, 10	Heartsaver CPR 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Thursday, 11	Heartsaver AED 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Saturday, 13	Heartsaver AED 8:00 a.m. – 12:00 noon	BH CPR Training Room (CERT class participants)
Monday, 15	Senior Health Fair 9:00 a.m. – 2:00 p.m.	Roxbury Park
	HCP – Renewal 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Wednesday, 17	Heartsaver AED 8:00 a.m. – 12:00 noon	BH CPR Training Room (City Class)
	Heartsaver First Aid 6:00 p.m. – 9:00 p.m.	BH CPR Training Room (Community)
Thursday, 18	Family and Friends 6:00 p.m. – 9:00 p.m.	CPR Training Room (Community)
Tuesday, 23	HCP – Initial 5:30 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Wednesday, 24	Heartsaver AED 8:00 a.m. – 12:00 noon	BH CPR Training Room (City Class)
Monday, 29	Beginning of Rosh Hashanah	Office Closed
Tuesday, 30	Rosh Hashanah	Office Closed
Wednesday, Oct. 1	Rosh Hashanah	Office Closed

**CPR Office Number – (310) 281-2753**



From this week's Business of Life

## They never saw it coming

By: Rita Pyrellis July 07, 2008

At age 38, Phil Fasone was loving his job as a regional sales manager for WorldPoint, a distributor of emergency cardiovascular equipment. He enjoyed his frequent trips to the West Coast and entertaining clients — many of them experts in heart disease. He had high blood pressure, but he took medication and lifted weights regularly.

One evening, while packing for an early-morning trip, he felt a pulling sensation in his shoulder and jaw. A heart attack didn't seem possible. But just in case, he checked a list of symptoms in a first-aid manual.

As soon as he ticked off four of the 10, he called a cab and went to the hospital.

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This guy nearly had a heart attack? Phil Fasone recognized the signs and had emergency surgery — at age 38. Though he felt healthy and strong at the time, he sees some risk factors in retrospect. Photo: Andreas Larsson

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"I told the nurse that I feel foolish taking time away from people who really need it," recalls Mr. Fasone, now 42 and director of operations at Wheeling-based WorldPoint. "I said, 'I'm not sure I need to be here.' "

The emergency room team assured him that, as a strong young man, he had nothing to worry about. But at 4 a.m. he began having severe chest pains and was rushed into surgery. Doctors found five blockages in his arteries that required six stents to open.

Mr. Fasone was stunned.

"When I was diagnosed with high blood pressure, I asked my doctor what's the most important thing I should be doing, and he said taking my medicine," Mr. Fasone says. "I believed that, but now I know there's a lot more to it than that." He realizes in retrospect that his diet was too high in fat and that his exercise routine lacked cardio workouts.

Mr. Fasone's heart scare sent his brothers and sisters scurrying off to their doctors: They all had scans within days.

The unexpected death of "Meet the Press" host Tim Russert last month at age 58 has caused the same reaction, but on a much wider scale. It left many movers and shakers wondering how someone seemingly at the peak of life — and who could certainly afford the best medical care — could die so unexpectedly. Mr. Russert, who had been diagnosed with asymptomatic coronary disease, collapsed at work after a heart attack caused by cholesterol plaque rupturing in an artery.

Rattled Chicagoans quickly called their doctors to schedule scans and physicals.

"We've been flooded with phone calls since this happened to Tim Russert," says Martha Gulati, a cardiologist at Northwestern Memorial's Bluhm Cardiovascular Institute. "At our prevention clinic, a lot of those folks know they are at risk of heart disease, so their question is, 'That could have been me, so what else can I do?'"

Like Mr. Russert, many of her patients are hardworking professional men between 40 and 60 years old.

"The only good thing that's come of this is that he's made men wake up and realize that you can look healthy, be full of life and yet die suddenly from heart disease, which is the No. 1 killer of men and women," she says.

There has been debate over whether a defibrillator, also known as an AED, was available to Mr. Russert, something that Dr. Gulati and other experts say is key to saving lives when immediate treatment is necessary. "Time is the difference between life and death," she says.

When every minute counts, people in high-rise buildings are more vulnerable because of the extra time it takes emergency help to arrive, says David Lipman, president of Georgia-based SOS Technologies Inc., which provides AEDs and CPR training to employers in the Chicago area. Although there are no laws requiring buildings to have them, the Occupational Safety and Health Administration recommends they be installed in offices and other public places, such as fitness clubs and airports, "to ensure a three-to-five-minute response time."

But Dr. Gulati stresses that the most important factor in saving lives is for patients who have been diagnosed with heart disease or risk factors to never ignore a related symptom, even if slight. She points to reports that Mr. Russert did not feel well the day he died but kept working anyway.

"Unfortunately," she says, "this is common among men."

Richard A. Chaifetz, chairman and CEO of ComPsych Corp., a Chicago provider of employee assistance and behavioral health services, agrees.

"Successful people react to situations," he says. "They are problem-solvers. If there is no crisis or problems to solve, nothing is done."

## DENYING THE RISKS

Chris Curtis, Palatine-based president and CEO of Schneider Electric S.A.'s North American division, had an extensive family history of heart disease, smoked, ate poorly and was overweight. He also had high cholesterol. But he sounds like he was genuinely stumped by the fact that he had a heart attack five years ago at age 46.

"I can't explain it," he says. "For some reason, I never felt it was important for me to deal with all this until it hit me over the head. It just didn't register. You're so caught up in the day to day. I was enjoying my job and my life; I was not stressed out. I just didn't have my radar turned on."



Janie Winjum's husband, Steve, was busy with family and career, leaving his health low on the list. He died at 41.

ANDREAS LARSSON

## A FATAL DELAY

Janie Winjum says she wishes her late husband had made different choices.

In 2005, Steve Winjum was a hardworking 41-year-old CEO, the founder of NovaMed Inc., a successful health care company in Chicago that had gone public a few years before. He had a family history of heart disease, smoked, was overweight and had high cholesterol.

Although Ms. Winjum cajoled him to change his ways, he worked day and night. When he woke up with chest pains one night, he took two aspirin and went back to bed, refusing to go to the hospital.

Two days later, he finally went. He died of complications during heart surgery, leaving behind his wife and infant son, Nicholas, now 4½ years old.

"He was scared to see the doctor," Ms. Winjum says. "He didn't want to hear the lectures. He was a CEO, a take-charge guy and he wanted to take control of it himself. But seeing the doctor was the difference between life and death."

A few weeks after he died, Ms. Winjum came across his wallet. Folded up inside was a little piece of paper — a list of his daily priorities. It read: God, family, friends, work and health, in that order.

"If he could do it over again," she says, "I hope he'd change that list around."

## News Releases

### **American Heart Association Survey Reveals Americans Lack Confidence in Lifesaving Skills for Common Cardiac Emergency**

DALLAS, May 28 — Most Americans don't believe they could perform cardiopulmonary resuscitation (CPR) and use an automated external defibrillator (AED) to help save a life in a cardiac emergency, according to a recent American Heart Association survey.

[View full survey results here](#)

[View fact sheet here](#)

In an online survey of more than 1,100 adults, 89 percent said they were willing and able to do something to help if they witnessed a medical emergency. Yet only 21 percent were confident they could perform CPR, and only 15 percent believed they could use an AED in an emergency. More than half of those surveyed didn't recognize an AED in a typical setting. Survey respondents reported lack of confidence, concern about legal consequences and fear of hurting a victim as reasons they would not take action in a cardiac emergency.

**The American Heart Association released the survey results as part of the inaugural National CPR/AED Awareness Week, June 1-7.** The intent of the week is to encourage the public to get CPR training and learn how to use an AED to reduce death and disability from sudden cardiac arrest (SCA).

Unfortunately, only about six percent of out-of-hospital SCA victims survive. Without immediate, effective CPR, the chance of surviving out-of-hospital SCA decreases seven to 10 percent per minute. Even if CPR is performed, defibrillation with an AED is required to stop the abnormal rhythm and restore a normal heart rhythm.

"We think it's critical for people to get CPR training and learn how to use an AED," said Lance Becker, M.D., professor of emergency medicine at the University of Pennsylvania in Philadelphia and spokesperson for the American Heart Association. "CPR and AED use are inextricably linked in the SCA survival chain, and it's crucial that bystanders take rapid action. If more people are trained and respond, we can save thousands more lives."

The American Heart Association provides classroom CPR and AED instruction, as well as a self-paced CPR Anytime Kit that includes an inflatable manikin and instructional DVD. The association's adult Hands-Only™ CPR educates untrained people to call 9-1-1 and push hard and fast on the center of an adult SCA victim's chest until help arrives.

Designed to be simple and intuitive, AEDs are available in many public places such as schools, airports and workplaces and will guide the user through the process with clear, calm voice cues. The devices are strategically deployed and maintained to ensure that they are ready in a

medical emergency, and will not deliver a shock unless a shockable rhythm is detected.

"There's no reason for people to be afraid to act," Becker said. "We want people to feel confident that whatever action they choose — whether using an AED or performing conventional CPR or adult Hands-Only CPR — they are doing something to help, which could be a lifesaving decision."

SCA survivor Jenifer Fergusson knows first hand about the importance of people taking action. The New York native suffered an SCA at work when two coworkers immediately came to her aid. Due to their quick actions, Jenifer survived her cardiac event.

"My coworkers are true heroes," she said. "I'm so grateful they had the skills and courage to perform CPR and use a defibrillator when I went into cardiac arrest. Thankfully, my company had an AED onsite. If my colleagues hadn't acted or the AED was not available, I might not be here today."

**Other results from the survey include:**

- Sixty-five percent said they had received CPR training, but only 18 percent reported having received AED training.
- Two-thirds of those trained in using CPR and AEDs were required to for their jobs, school or the military.
- Respondents' reasons for not getting trained included not thinking about it or not being required.
- Most respondents (89 percent) believe that providers of adult day care should be trained in using CPR and AEDs. Most (86 percent) also want training for child care workers.
- The majority (88 percent) of people surveyed support requiring schools to have emergency plans, and 65 percent want public places to have AEDs on site.

Philips Healthcare sponsored the survey to raise awareness of CPR and AEDs.

For more information about the survey results and National CPR/AED Awareness Week, visit [www.americanheart.org/CPR&AEDweek](http://www.americanheart.org/CPR&AEDweek) or call 1-877-AHA-4CPR.

**Editor's Note: For full survey results, go to [www.americanheart.org/CPR&AEDweek](http://www.americanheart.org/CPR&AEDweek)**

### August C.E.R.T. Newsletter

Dear CERT Graduates:

Can you believe it's the middle of August! Time really does fly. Did everybody feel the 5.4 earthquake we had on July 29, 2008? Those small earthquakes serve as a good reminder for us to review our skills and check our emergency supplies. I know I went out and checked the dead batteries in my flashlight and radio. I also looked at my emergency food and water.

While we are on the subject of Earthquakes, on November 13, there will be The Great Southern California Shake Out. This will be a disaster drill that will cover all of Southern California to get ready for big earthquakes and to prevent disasters from becoming catastrophes. This exercise will test and give valuable insight for all emergency services, schools, businesses, and yes even CERT members. So, if you are available and would like to participate on that day, please give Sonia or myself a call and we will put you on our list. If you are not available to participate, please think about what actions you would take, if an earthquake were to happen on November 13, at 10 a.m. You can and will make a difference, so be prepared.

Don't forget the next CERT Refresher. It will be held on October 18, 2008. Dates for the upcoming CERT Class are: Wednesdays, September 3, 10, 17 from 6p.m.-10p.m.; and Saturdays, September 13 and 28 from 8a.m. – 1p.m. Please encourage your family, friends, and neighbors to sign-up and take the classes.

### Remember

To stay safe during an earthquake, you should:

- Drop, Cover, and Hold.
- If indoors, stay there. It is safer to stay indoors until the shaking stops and it is safe to exit.
- If outdoors. Find a spot away from building, trees, streetlights and power lines, and overpasses.
- If in a vehicle, pull over at a clear location and stop.

## Earthquake Safety

It is recommended that you:

- \* Develop a home earthquake plan.
- \* Conduct earthquake drills with your family or coworkers.
- \* Develop a plan for reuniting all family members.
- \* Identify an out-of-state contact for family members to phone.
- \* Keep supplies on hand.
- \* Store heavy and breakable objects on low shelves.
- \* Secure bookshelves, water heaters, and tall furniture to wall studs.
- \* Move beds away from windows.
- \* Move or secure hanging objects over beds, couches, and other places where people sit or lie.
- \* Keep shoes and a flashlight under the bed. Keeping shoes under the bed ensures quick access to prevent cutting feet on glass and reduces the risk that glass could fall into them.

Have a safe rest of the summer and hope to see you soon.

Bruce Lessing



**Beverly Hills  
C.P.R.  
Saves Lives**

From the Heart ...

# *Beverly Hills CPR News*

Beverly Hills Fire Department • 445 North Rexford Drive, Beverly Hills, California 90210 • (310) 281-2753

**SEPTEMBER 2008**

## **MESSAGE FROM THE COORDINATOR**

**Summer is almost over and our training numbers did not reflect a vacation. We are over half-way to hitting the 86,000 number which is very exciting.**

**Last month I explained how the HealthCare Provider Initial class would change in structure at this TC which impacts you as well as the participants. It appears that many of you did not read the article thoroughly so here it is again, this time in red:**

**Because of the length of the initial HCP class, we have been scheduling it for two nights in order to ensure completion. In recent months, this has become a problem since many people in the healthcare field or in nursing school, cannot take off two consecutive nights. Therefore, beginning with August, the initial class will begin 30 minutes earlier 5:30 p.m. and go until 10 p.m. This will give us 4 ½ hours to complete the course. In addition, I will make sure that the ratio of students to instructors is no more than 2:1. Between the extra time and the lower ratio, we should be fine. The renewal course will remain at the 4 hours beginning at the usual 6 p.m.**

**We did our first class under this new structure. We had 8 participants and 4 instructors and we completed it in the 4 hours so everyone could go home by 10 p.m. Until either one of you comes up with a better idea (I do welcome your input) or some light bulb goes off in my head, we will stay with this new time frame even though I fully understand that it is an inconvenience or even impossibility for some of you. If you want to teach or assist at this class but cannot get here by the 5:30 time, please do talk to me as I can probably fill in for you until you can get here.**

**Believe it or not, I already have people scheduled in public October, November, and December classes so check with me if you are**

available to teach. Even though that schedule has not yet been sent to you, it does exist and the classes will need instructors. Many of you are close to the 24 hours of volunteer time. This is a perfect time to add up the hours.

There also are two Saturday classes in September and October. For those of you who find the week nights difficult, these present another opportunity to volunteer. Each of those classes will need a number of instructors.

And speaking of advance notice, NSBN, a Beverly Hills accounting firm we trained two years ago and honored in 2006 at our Volunteer Recognition Event for their commitment to the safety of their employees, has scheduled retraining on **November 18, December 9, and December 16**. Each class will have **18** of their employees. The classes will be here at the TC and clearly, I will need a significant cadre of instructors. I would like no more than 3 students to 1 instructor which calculates to 6 instructors. They are finalizing the exact start time since they will be providing dinner. It will probably be 5 or 5:30 since they would prefer getting out earlier. If you know your schedule in November and December and can help, please call me and let me know so we can both plan properly.

Happy Labor Day.

## NEWS FROM THE AHA

There was an AHA Development Workshop in mid-August. There was a lot of information on all the new eLearning – how it differs from the traditional classroom, its importance for the Digital Generation, and how it provides an opportunity for Training Centers to increase their business and to train more people. This last piece will, in turn, help meet the AHA goal of increasing the number of people trained in order to save more lives.

The current eLearning courses are Heartsaver First Aid Online; Heartsaver First Aid Online with CPR and AED; and HCP Online. Since these are all certified courses, the Online portion is Part 1 – the Cognitive portion. In order to receive a card, complete the class, and “be

certified”, the participant must take Part 2 – Hands-on skills practice and Part 3 – Hands-on skills testing at a TC. They must pass the Skills testing at the same acceptable level as a classroom participant. The practice can be AHA instructor-led, self-facilitated with a DVD and manikin, or completed using an Anytime kit or voice-assisted manikin. The testing can be AHA instructor-led or completed with the use of a voice-assisted manikin. Since we do not own a voice-assisted manikin, any such classes that we do here will be instructor-led. The student pays to take the Online course and then pays the TC to take the skills portion of the class. The benefit to this type of learning is that the student does a large portion of the class on his/her own time and at his/her own pace. The term “renewal” will no longer appear on any eLearning products but rather be replaced with “Part 1”.

Remember that Hands-Only CPR is to be addressed in EVERY class you teach. There are specific handouts for each level class which are available on the Instructor Network. Some of these one page sheets are now included in the newer text books.

## CALENDARS

### SEPTEMBER 2008

Monday, 1	Labor Day	Office Closed
Wednesday, 3	Family and Friends 6:00 p.m. – 9:00.p.m.	CPR Training Room (Community)
Tuesday, 9	Heartsaver AED 5:30 p.m. – 9:30 p.m.	Director’s Guild (Private)
Wednesday, 10	Heartsaver CPR 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Thursday, 11	Heartsaver AED 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Saturday, 13	Heartsaver AED 8:00 a.m. – 12:00 noon	BH CPR Training Room (CERT class participants)

Monday, 15	Senior Health Fair 9:00 a.m. – 2:00 p.m.	Roxbury Park
	HCP – Renewal 6:00 p.m. – 10:00 p.m.	BH CPR Training Room (Community)
Wednesday, 17	Heartsaver AED 8:00 a.m. – 12:00 noon	BH CPR Training Room (City Class)
	Heartsaver First Aid 6:00 p.m. – 9:00 p.m.	BH CPR Training Room (Community)
Thursday, 18	Family and Friends 6:00 p.m. – 9:00 p.m.	CPR Training Room (Community)
Tuesday, 23	HCP – Initial <b><u>5:30 p.m.</u></b> – 10:00 p.m.	BH CPR Training Room (Community)
Wednesday, 24	Heartsaver AED 8:00 a.m. – 12:00 noon	BH CPR Training Room (City Class)
Monday, 29	Beginning of Rosh Hashanah	Office Closed
Tuesday, 30	Rosh Hashanah	Office Closed
Wednesday, Oct. 1	Rosh Hashanah	Office Closed
<b><u>OCTOBER 2008</u></b>		
Wednesday, 1	Rosh Hashanah	Office Closed
Sunday, 5	Fire Department Showcase 8:00 a.m. – 1:00 p.m.	Farmer's Market Civic Center Dr.
Monday, 6	Heartsaver AED 12:00 noon – 4:00 p.m.	BH CPR Training Room (City Class)
	Family and Friends 6:00 p.m. – 9:00 p.m.	CPR Training Room (Community)
Wednesday, 8	Beginning of Yom Kippur	Office Closed
Thursday, 9	Yom Kippur	Office Closed
Monday, 13	City Innovation Day	Office Closed

Wednesday, 15	Heartsaver AED 6:00 p.m. – 10:00 p.m.	CPR Training Room (Community)
Thursday, 16	Heartsaver CPR 6:00 p.m. – 10:00 p.m.	CPR Training Room (Community)
Monday, 20	HCP – Initial <b><u>5:30 p.m.</u></b> – 10:00 p.m.	CPR Training Room (Community)
Tuesday, 21	Heartsaver First Aid 5:30 p.m. – 9:00 p.m.	Director's Guild (Private)
Saturday, 25	First Aid/CPR/AED 9:00 a.m. – 4:00 p.m.	CPR Training Room (Private)
Monday, 27	HCP – Renewal 6:00 p.m. – 10:00 p.m.	CPR Training Room (Community)
Thursday, 30	Family and Friends 6:00 p.m. – 9:00 p.m.	CPR Training Room (Community)

**CPR Office Number – (310) 281-2753**

Can you say "I've got 7" and mean it? In the event of a disaster, are you prepared to survive without assistance for 7 days? Here's what you need to do to get ready:

**1. Make A Kit**

Have a 7 day supply of non-perishable food and water on hand. Keep a First Aid Kit, battery powered flashlight, and extra batteries available. Make sure that you have cash, clothing, medications, personal hygiene items, important documents, and pet supplies in your kit. A list of companies is provided in this pamphlet for your reference to assist you with making a kit. None of these companies is specifically endorsed by the City.

**2. Make a Plan**

Establish a plan for your family and make sure that everyone knows what they should do, where they should go or meet in case of emergency-and practice your plan! Know your children's school evacuation plan. Out-of-state contact information should be shared with family members so that messages can be relayed to loved ones if local Communications are not available.

**3. Be Informed**

Visit any of the websites listed on the back of the pamphlet for more information on life-saving steps to prepared for a disaster.

For more information on emergency preparedness contact:

**Office of Emergency Management**

**City of Beverly Hills**  
455 N. Rexford Drive  
Beverly Hills, CA 90210  
(310) 285-1025  
[www.beverlyhills.org](http://www.beverlyhills.org)

**American Red Cross**

[www.redcross.org](http://www.redcross.org)

**American Red Cross – Greater Los Angeles**

(800) 627-7000  
[www.arccrossla.org](http://www.arccrossla.org)

**Los Angeles County-Emergency Survival Program**

<http://lacoa.org/esp.htm>

**California Governor's Office of Emergency**

**Services:**

<http://www.oes.ca.gov/>

**Federal Emergency Management Agency (FEMA)**

[www.fema.gov](http://www.fema.gov)

**U.S. Department of Homeland Security**

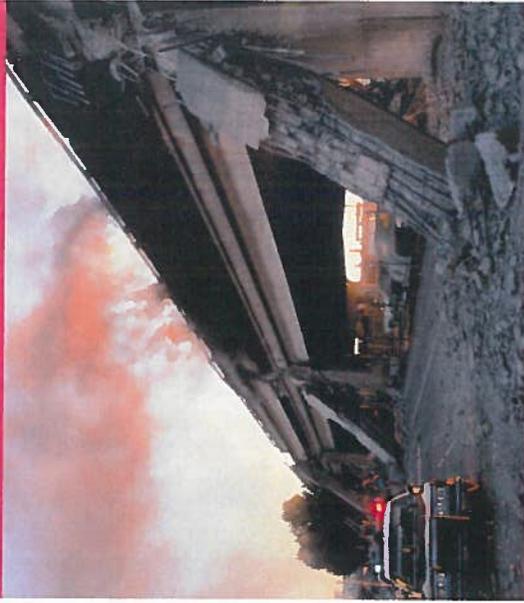
**Ready.gov campaign**

[www.ready.gov](http://www.ready.gov)

Provided to you by the  
Health and Safety Commission

*Enhancing Health and Safety in Our Community*

# Disasters Happen!



## Are You Prepared?

1. Make a Kit
2. Make a Plan
3. Be Informed



Office of Emergency Management  
310-285-1025  
[www.beverlyhills.org/preparedness](http://www.beverlyhills.org/preparedness)

# EMERGENCY PREPAREDNESS COMPANIES

## DISASTER FOODS & SUPPLIES

### Emergency Life Line

P.O. Box 15243 Santa Ana, CA 92735  
**TOLL-FREE: (800) 826-2201**  
Office: (714) 558-8940 Fax: (714) 558-8901  
Web: [www.disaster-resource.com](http://www.disaster-resource.com)

### Quake-Kare, Inc.

11969 Challenge Court, Moorpark, CA 93022  
**TOLL-FREE: (800) 2-Prepare**  
Fax: (805) 241-8778  
Email: [lheitz1550@aol.com](mailto:lheitz1550@aol.com)  
Web: [www.quakekare.com](http://www.quakekare.com)

### Simpler Life Emergency Provisions

2035 Park Avenue, Redlands, CA 92373  
**TOLL-FREE: (800) 266-7737**  
Office: (909) 798-8108 Fax: (909) 798-8718  
Email: [scles@simplerlife.com](mailto:scles@simplerlife.com)  
Web: [www.simplerlife.com](http://www.simplerlife.com)

### SOS Survival Products

15705 Strathern St., #11, Van Nuys, CA 91406  
**TOLL-FREE: (800) 479-7998**  
Office: (818) 909-0131 Fax: (818) 909-0360  
Email: [wsshdkn@earthlink.net](mailto:wsshdkn@earthlink.net)  
Web: [www.sosproducts.com](http://www.sosproducts.com)

### Survivor Industries

1621 Emerson Oxnard, CA 93033  
Office: (805) 385-5560 Fax: (805) 305-5574  
Email: [survivor@survivorind.com](mailto:survivor@survivorind.com)  
Web: [www.survivorind.com](http://www.survivorind.com)

## DISASTER FOODS & SUPPLIES (cont.)

### Major Surplus & Survival

435 W. Alondra, Gardena, CA 90248  
**TOLL-FREE: (800) 441-8855**  
Office: (310) 324-8855 Fax: (310) 324-6909  
Email: [info@MajorSurplusNSurvival.com](mailto:info@MajorSurplusNSurvival.com)  
Web: [www.major-surplus-survival.com](http://www.major-surplus-survival.com)

### Emergency Essentials

653 North 1500 West  
Orem, UT 84057  
**TOLL-FREE: (800) 999-1863**  
Office: (801) 222-9596 Fax: (801) 222-9598  
Web: [www.beprepared.com](http://www.beprepared.com)

## EARTHQUAKE SPECIALTY – FASTENERS

### Ready America/Q-Safety Fastening Products

411 S. Vermont Glendora, CA 91741  
**TOLL-FREE: (800) 997-2338**  
Office: (626) 695-7333 Fax: (626) 932-1287  
Email: [admin@qsafety.com](mailto:admin@qsafety.com)  
Web: [www.qsafety.com](http://www.qsafety.com)

### Safe-T Proof

6650 Lusk Blvd. Unit B 205 San Diego, CA 91211  
**TOLL-FREE: (800) 377-8888**  
Office: (929) 683-6801  
Email: [info@safe-t-proof.com](mailto:info@safe-t-proof.com)  
Web: [www.quakecottage.com](http://www.quakecottage.com)

## GAS SHUT-OFF VALVES & SYSTEMS

### Strand Earthquake Consultants, Inc.

1436 South Bently, #6 Los Angeles, CA 90025  
**TOLL-FREE: (800) 978-7263**  
Office: (310) 473-2316 Fax: (310) 473-1366  
Email: [strandearth@aol.com](mailto:strandearth@aol.com)  
Web: [www.netwprkjm.com](http://www.netwprkjm.com)

## DISASTER PLANNING/TRAINING

### American Red Cross – Greater Los Angeles

**TOLL-FREE: (800) 627-7000**  
Web: [www.arccosla.org](http://www.arccosla.org)

### City of Beverly Hills Community Emergency

**Response Training (CERT)**  
Office: (310) 281-2754  
Web: <http://www.beverlyhills.org/services/fire/cert.asp>

## ANIMAL CONTROL

### Los Angeles County Animal Care & Control

216 W. Victoria St.  
Gardena, CA 90248  
Office: (310) 523-9566

*Note: The companies listed herein are for reference only and should be considered as normal retail outlets accessible by the general public. None have been specifically endorsed by the City of Beverly Hills nor any of its affiliates or agencies.*



CITY OF BEVERLY HILLS

POLICE DEPARTMENT

MEMORANDUM

**TO:** Health and Safety Commission  
**FROM:** Lieutenant Tim West- BHPD  
**DATE:** September 22, 2008  
**SUBJECT:** 3N- Mass Notification Project

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I will be speaking on behalf of the Beverly Hills Police Department in reference to the new implementation of the Mass Notification System known as National Notification Network-3N. I will discuss the valuable capabilities of this system and explain how it will benefit the employees as well as the community.

This system was sought out after a natural disaster (brush fire) occurred within our city limits and we discovered that our current system was obsolete (Teleminder).

Tremendous efforts in research and team work have brought this project close to completion and we are excited about getting everyone trained and registered.

This will be an informative presentation only and I will be providing general handouts during my presentation.

Sincerely,

A handwritten signature in cursive script that reads "Tim West".

Lieutenant Tim West  
Beverly Hills Police Department  
Office: 310-285-2175  
[twest@beverlyhills.org](mailto:twest@beverlyhills.org)



**CITY OF BEVERLY HILLS**

**Policy and Management**

**MEMORANDUM**

**TO:** Health and Safety Commissioners  
**FROM:** Adrienne Tarazon, Commission Secretary  
**DATE:** September 22, 2008  
**SUBJECT:** City of Beverly Hills 2007 State-Wide and Federal Legislative Platform

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Cheryl Friedling, Deputy City Manager of Public Affairs, will provide a report to the Commission on the City's Legislative Platform.



*City of Beverly Hills*  
**2007 STATE-WIDE AND FEDERAL LEGISLATIVE PLATFORM**  
*Updated July 13, 2007*

**Platform Overview**

The Legislative Platform contains broad policy statements pertaining to a variety of issues that impact the City of Beverly Hills. The City's primary legislative focus includes protecting local government control, maintaining local government revenue, pursuing homeland security funding, obtaining funding for transportation improvements actively supporting Westside subway extension. The Legislative Platform provides a policy framework for the City to respond to legislative issues in a timely manner.

**Local Control:** Advocate legislation that maintains and enhances local control of resources and tools that allow cities to address the needs of constituents locally and within a framework of regional cooperation. Encourage the use of state incentives for local government action rather than mandates (funded or unfunded). Oppose preemption of local authority whether by State legislation or ballot propositions.

**Fiscal Strategies:** Maintain the protections provided by Proposition 1A (November 2004 State election), promote stable revenue for local governments to plan for future growth and needed public facilities and services including library, parks (construction and renovation), recreational and social service facilities and oppose unfunded State mandates.

**Housing and Land Use:** Support incentive-based housing legislation to encourage expanding the housing supply in our area including more flexibility for local jurisdictions to work together to provide housing that counts toward RHNA requirements. Prioritize funding for necessary infrastructure. Emphasize local control in relation to all land use planning.

**Transportation:** Support and sponsor legislation that enhances the safety of the City's streets for automobile and pedestrian traffic, reduces traffic congestion and supports regional transportation improvements including funding for improvements to north Santa Monica Boulevard, extension of the Westside "Subway to the Sea" and funding for Beverly Hills and the Westside Cities regional priorities such as the Expo light rail and the Robertson/I-10 intersection and issues related photo speed radar enforcement.

**Environment:** Advocate legislation that supports flexibility to pursue cost effective sustainable responsible environmental policy and programs that effect potable water, wastewater, solid waste removal and storm water.



**Emergency Preparedness and Recovery and Homeland Security:** Support efforts, strategies and legislation that promote and funds emergency preparedness and recovery efforts. Advocate for ICIS (Interagency Communications Interoperability System) participation among jurisdictions and funding for equipment and operations. Support funding opportunities for UNITE local homeland security programs including new technology and equipment (e.g., closed circuit television) that does not supplant other City funding, services or operations. Seek grants, and pilot project/demonstration project funding for City homeland security priorities.



## **WESTSIDE CITIES**

- BEVERLY HILLS
- CULVER CITY
- LOS ANGELES
- SANTA MONICA
- WEST HOLLYWOOD
- COUNTY OF LOS ANGELES

## **About the Westside Cities COG**

The Westside Cities Council of Governments (Westside Cities COG) is a joint powers authority created by the cities of Beverly Hills, Culver City, Santa Monica, West Hollywood and the City of Los Angeles. The Board of Directors is comprised of two City Council members from each of the five cities, appointed by their respective jurisdictions. (City of Los Angeles participation and representation is focused on its western Council Districts, principally Districts 5 and 11.)

These member cities have partnered in a voluntary cooperative endeavor to forge consensus on policies and programs of regional significance that enhance the quality of daily life, sustain the environment and enrich the future for Westside residents, businesses, and visitors. The Westside Cities COG provides a forum for discussion and communication as well as formalized representation and advocacy with governmental agencies at all levels. The organization also monitors legislation as well as regional, state and federal funding and other collaborative opportunities to maximize services to the public at a minimum cost.

The Westside Cities COG's combined population represents over 710,000 individuals and 50,000 businesses—one of the highest population and employment densities in Los Angeles County, as well as one of the highest proportions of transit ridership. The Westside subregion has some of the nation's most visited attractions including pristine beaches, world-class hotels, museums, shopping, and entertainment destinations. The Westside is the hub of the entertainment industry and Los Angeles International Airport is the world's third busiest airport in terms of passenger and cargo movement. The area is home to several nationally recognized sustainable building projects ranging from housing to office space to award-winning environmental projects that protect the spectacular natural beauty of Santa Monica Bay.

Priority issues established by the Board are subregional economic health, transportation and improved mobility, environmental issues/sustainability and land use, housing, social services and homeland security/safety.

## Westside Cities Council of Governments

### **Priority Transportation and Infrastructure Improvement Projects**

The Westside is the second largest employment center in the region with nearly 500,000 jobs and is home to some of the worst traffic congestion in the United States. Funding is required to move much-needed transportation projects from the drawing board to reality. After considerable analysis the Westside Cities Council of Governments has identified three critical transportation and infrastructure improvements that once constructed will significantly enhance mobility on the Westside. Support is urgently needed to bring these projects from the drawing board to reality:

1. **Exposition Light Rail to Santa Monica:** Funding is needed to complete Phase 2, the last seven miles of the Mid-City/Exposition Light Rail from Culver City to Santa Monica. Phase 1 will link downtown Los Angeles to Culver City. Construction commenced in September 2006 and is expected to be complete in 2010. While funding has been allocated to perform Phase 2 environmental studies, approximately \$985 million will be needed to finish the project. This line will parallel the congested Interstate 10 and will provide a viable transportation option with 72,000 boardings per day when the line is *complete*.
2. **Westside Subway Extension:** Funding is required for a subway route that will serve the Beverly Hills, West Hollywood and West Los Angeles communities. With limited opportunities to expand existing roadways, the Westside Subway Extension provides a significant opportunity to expand transportation capacity to the Westside, linking existing regional transit to major employment, activity and entertainment centers of West Hollywood, Beverly Hills, West Los Angeles, continuing to the ocean via Century City and UCLA. The project could extend the Red Line subway from existing stations at Wilshire/Western or Hollywood/Highland. All Westside Cities COG member cities are committed to actively participate in route planning to ensure member cities have direct access to either or both the Exposition Light Rail and Westside Subway Extension projects. The immediate need is for funding for planning and environmental clearance. Reliable project construction cost estimates should be available within 12-24 months.
3. **I-10 Robertson/National Area Circulation Improvement Project:** A \$2 million federal appropriation will fund planning, design and preliminary engineering for the project which will address the tangled junction of five major boulevards and four Interstate 10 freeway ramps. The cities of Culver City and Los Angeles are working to secure \$500,000 in local match funds required to move forward with project studies. Support is needed for state and/or federal funding to finish the project after the preliminary project studies are complete. Reliable project construction cost estimates should be available within 12-24 months.



## CITY OF BEVERLY HILLS

**Meeting Date:** August 14, 2008  
**To:** Health and Safety Commission  
**From:** Timothy J. Scranton, Fire Chief  
**Subject:** Residential Fire Sprinkler Retro-fit Ordinance

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### **The Fire Department would like to get the Health and Safety Commission's comments and thoughts on this possible Ordinance.**

#### **INTRODUCTION**

The Beverly Hills Municipal Code has adopted both the 2006 California Building Code and 2006 California Fire Code with local amendments. The Fire Department enforces the Fire Code while the Building and Safety Department enforces the Building Code.

The California Fire and Building Codes are publications that are recognized nationally and are published on a triennial basis. The codes are reviewed and adopted by the State and maybe amended or revised by the local enforcing agencies to meet the needs of the community. Local jurisdictions may amend the codes as long as the amendments are not less restrictive than the published code and appropriate findings are made to justify such amendments.

As the codes develop through the years, the tendency is for the most recently published code to become more restrictive than in the prior editions. The main catalyst for such code changes tend to be incidents of a significant nature that bring to light code issues that need to be revised to save lives and reduce property damage.

The requirements for fire sprinklers are specified in both the Building and Fire Codes. The requirements for such systems vary according to a number of building design features such as:

- Occupancy type
- Construction type
- Building height and area

- Hazardous conditions and use of the occupancy

The model codes have progressed since the 1960's to require fire sprinklers systems in residential and non-residential occupancies. For example, residential occupancies constructed in the 1960's were required to comply with only minimal code standards as compared with today's requirements. The municipal or model State codes do not address the issue of the retrofitting of fire sprinklers in existing occupancy including multi-family residential.

In 1989, the City of Beverly Hills City Council passed an ordinance (98-0-2086) adopting by reference the Uniform Building Code, 1988 edition and amendments thereto; and the Uniform Fire Code, 1988 edition and amendments thereto; and readopting portions of Title 9 of the Beverly Hills Municipal Code and declaring the urgency thereof. Section 8 of the Ordinance readopted Chapter 2 of title 9 of the Beverly Hills Municipal Code regarding amendments to the Uniform Fire Code with the following changes. These changes dealt with Automatic Fire Extinguishing Systems in certain occupancies.

The current codes adopted by the City of Beverly Hills, require all new construction over 500 Square Feet and remodels 50% or more to install fire sprinklers.

Another area of concern is high-rise buildings. A high-rise building is defined as any building with floors used for human occupancy over 75 feet in height from the lowest point of fire department access. The hazards associated with high-rise buildings include:

- Height of fire floor
- Number of firefighting resources required
- Delays in deploying equipment due to height
- Exiting delays due to height
- Number of occupants and fuel load per floor
- Smoke and fire spread

Currently there are 33 high-rise buildings in the City of Beverly Hills, which include office buildings, residential apartments, condominiums and hotels. Currently, 31 of the 33 high-rise have fire sprinklered. The two non-sprinklered high-rise building are both residential.

## **DISCUSSION**

The installation of fire sprinkler systems is of paramount importance for all occupancies but especially for residential occupancies. According to the U.S. Fire Administration, the residential fire problem represents approximately 80% of all fire deaths and 76% of the injuries to civilians.

The U.S Fire Administration reports that fires in residences have taken a high toll of life and property. In 2005 there were:

- 396,000 residential fires
- 3,055 civilian fire deaths
- 13,825 civilian fire injuries
- \$6.8 billion in property damage

Properly installed and maintained automatic fire sprinkler systems help save lives and property. Because fire sprinkler systems react so quickly, they can dramatically reduce the heat, flames and smoke produced in a fire. Together with smoke detectors, sprinklers cut the risk of dying in a home fire by 82%, according to the National Fire Protection Association (NFPA).

Fire sprinklers are extremely effective in combating fire in residential and non-residential occupancies; according to NFPA fire sprinklers are 96% effective in the control of fire. In fact, there has never been a documented case of a fire killing more than two people in a completely sprinklered public assembly, educational, institutional or residential building where the fire sprinklers system was working properly.

Property damage is also greatly reduced in sprinklered buildings. In fact, NFPA records indicate that property damage losses are 85% less in residences with fire sprinklers.

In addition to the fire safety benefits of fire sprinklers other advantages of installing fire sprinklers include the assurance of a safer environment for one's family, protection of investment and irreplaceable family possessions and, in some instances, lowers insurance rates of 5 to 20 percent.

### **FISCAL IMPACT**

The estimated cost of installing fire sprinklers in existing construction will vary depending on the type of occupancy. The following cost estimates for fire sprinklers in existing occupancies are as follows:

Existing single/two family	\$3.00 to \$4.00 per square foot
Existing multi-family residential	\$4.00 to \$5.00 per square foot
Existing high-rise	\$5.00 to \$6.00 per square foot

\*An estimated cost of \$48,000-\$60,000 would be required for a three story 12-unit apartment building.

The indirect cost not estimated in the calculations will vary depending on the building features such as area, height, type of construction, water meter fees and location to available water main connections and associated piping.

For existing occupancies additional cost may also be incurred due to the age of the occupancy and for such items as asbestos abatement and property vacancies due to the installation of new fire protection systems, possible tenant displacement and business interruption.

The funding for additional staffing required to support the proposed ordinances would be offset by the collection of plan review and inspection fees. The plan review and inspection services for fire sprinklers installation are conducted exclusively by the Fire Department.

### **RECOMMENDATION**

It is respectfully recommended that the following action be implemented:

**Existing Construction – Fire Sprinklers**

1. Require all *existing multi-family family (3 or more units) residential, hotels, motels, high-rises* and similar buildings to be retrofitted with fire sprinkler systems in accordance with applicable National Fire Protection Association standards, *within a period not to exceed 20 years.*
2. To assist property owners offer the following incentives: 1) expedited plan reviews; 2) reduction in water meter fees; 3) reduction in plan review fees; and 4) reduction in permit fees.

Fire sprinklers have been in existence for over 100 years and have proven to be an effective method of suppressing fire in all types of occupancies. The loss of life and property in fire-sprinklered buildings is dramatically reduced compared to non-sprinklered buildings.

The current code requirements in effect, however compliant, should be revised in order to address life safety hazards associated with non-sprinklered occupancies.

The recommendations proposed are a starting point for making changes to the code. Additional changes can be made as necessary or on a triennial basis at the time of the regular readopting of the Fire and Building codes.

Enhanced fire protection requirements will provide critical improvements for those who live, work, and visit in the City of Beverly Hills.

\_\_\_\_\_  
Timothy J. Scranton, Fire Chief  
Approved By



**CITY OF BEVERLY HILLS**  
**POLICY AND MANAGEMENT**

**MEMORANDUM**

**TO:** Health and Safety Commission  
**FROM:** Robin Chancellor, Director of Communications  
**DATE:** September 22, 2008  
**SUBJECT:** National Preparedness Month Outreach Update

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In recognition of September as National Preparedness Month various outreach activities are underway to encourage residents, businesses and schools to take action to prepare for a disaster to reduce the potentially devastating and life-threatening impacts a large scale event can have on life, property and safety. Staff will provide the Commission with an update on the following outreach efforts currently in progress at the September 22<sup>nd</sup> meeting:

- "Make A Kit. Make A Plan. Be Informed." banners displayed on City streets, at City facilities and Beverly Hills public schools
- Postcards mailed to all Beverly Hills residents
- Children's emergency preparedness themed book display at the Library
- Public service announcements on the City's cable channel and website
- Radio messages delivered by Health and Safety Commissioners on the City's 1500 AM station
- Information on City website
- Press release to local press
- Article in the City newsletter
- Showcase Beverly Hills Topic
- Beverly Hills Forum featured speaker—Dr. Lucy Jones, renowned seismologist and chief scientist for the U.S. Geological Survey
- Information booth at Farmers' Market
- Information booth at Senior Health Fair
- Emergency Preparedness Business Symposium
- Emergency Preparedness Information Packet for Businesses
- C.E.R.T. Training



## CITY OF BEVERLY HILLS

### Policy and Management

#### MEMORANDUM

**TO:** Health and Safety Commissioners

**FROM:** Pamela Mottice Muller, Director Office of Emergency Management

**DATE:** September 22, 2008

**SUBJECT:** Establishing Standing and Advisory Committees

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Chair Dr. Sandra Aronberg requested "Establishing Standing and Advisory Committees" be placed on the agenda for discussion. The following information is provided as background information by the City Attorney's Office.

There are two types of "sub-committees" -- standing committees and advisory committees under the Brown Act. Both must be "less than a quorum of the legislative body." For a seven member body, a quorum is four, so the "sub-committee" can not be greater than three members of the Commission.

Standing committees are those comprised solely of less than a quorum of the body, and are subject to the Brown Act. These are committees that have either a "continuing subject matter jurisdiction" or a meeting schedule fixed by formal action of the legislative body. Standing committees exist to make routine, regular recommendations on a specific subject matter, and they survive resolution of any one issue or matter, and they are a regular part of the governmental structure.

Advisory committees are comprised solely of less than a quorum of the legislative body. Only members of the legislative body may be on an advisory committee; you cannot mix legislative body members and non-members. An advisory committee cannot have continuing subject matter jurisdiction or a meeting schedule fixed by formal action of a legislative body. An advisory committee, like its name implies, is purely advisory, and serves only a limited or single purpose, is not perpetual, and is dissolved when its specific task is completed. Some people refer to "advisory" committees as "ad hoc" committees. Either term is acceptable.

If the Commission wants to establish a committee, the Commission should determine which type it is. It is recommended the Commission uses the Brown Act name for the committee (standing or advisory) rather than sub-committee.



CITY OF BEVERLY HILLS

CITY CLERK'S OFFICE

INTEROFFICE COMMUNICATION

July 31, 2008

**TO:** Dr. Sandra Aronberg, Health and Safety Commission Chairperson  
**FROM:** Byron Pope, City Clerk  
**SUBJECT:** Conflict of Interest Code

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The California Government Code requires that each local agency adopt a Conflict of Interest Code and determine which positions within the agency are subject to the Code. The Code must designate which positions have to file an annual Statement of Economic Interests (Form 700) and the applicable disclosure categories for those positions. After adopting a Code, the local agency must review its Code every two years.

The attached proposed Conflict of Interest Code is being submitted to your Commission for adoption. It will be placed on the agenda for an upcoming meeting. After the Commission has adopted the Code, please sign and return the "Conflict of Interest Code" (top) page. The City Clerk's Office will then submit the Code to the City Council for approval.

***Please return the signed Conflict of Interest Code to the City Clerk's Office by Friday, August 29, 2008.***

A handwritten signature in black ink that reads "Byron Pope".

BYRON POPE, CMC

Attachments

**CONFLICT OF INTEREST CODE**  
**OF THE**  
**HEALTH AND SAFETY COMMISSION**  
**CITY OF BEVERLY HILLS**

The agency designated above hereby submits the Health and Safety Commission's Conflict of Interest Code to the code reviewing body, the City Council of the City of Beverly Hills.

\_\_\_\_\_  
Chairperson's Signature

\_\_\_\_\_  
Title-Official Capacity

Received on behalf of the City Council of the City of Beverly Hills:

Date: \_\_\_\_\_

\_\_\_\_\_  
City Clerk

The Health and Safety Commission's Conflict of Interest Code, having been submitted by the agency designated above, was approved by order of the City Council on \_\_\_\_\_, 20\_\_.

Other action, if any:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Official Capacity

***CONFLICT OF INTEREST CODE FOR THE***

***HEALTH AND SAFETY COMMISSION***

***CITY OF BEVERLY HILLS***

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, California Code of Regulations Section 18730 of Title 2, which contains the terms of a model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

Therefore, the terms of California Code of Regulations Section 18730 of Title 2, attached as Exhibit "A," and any amendments to it duly adopted by the Fair Political Practices Commission, except Section 4 which is established as set forth below, are hereby incorporated by reference and, along with the attached Exhibit "B" in which employees and others are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the above-named Commission of the City of Beverly Hills.

Section 4 is hereby established to require that all designated employees and others designated in Exhibit "A" attached shall file statements of economic interests with the filing officer, who is the City Clerk. The filing officer shall retain the original and forward a synopsis of the reports to the code reviewing body, who is the City Council.

**EXHIBIT "A"**

***Model Conflict of Interest Code***

***California Code of Regulations Section 18730 of Title 2***

EXHIBIT "A"

(Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations.)

**§ 18730. Provisions of Conflict of Interest Codes.**

(a) Incorporation by reference of the terms of this regulation along with the designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a conflict of interest code within the meaning of Government Code section 87300 or the amendment of a conflict of interest code within the meaning of Government Code section 87306 if the terms of this regulation are substituted for terms of a conflict of interest code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of article 2 of chapter 7 of the Political Reform Act, Government Code sections 81000, et seq. The requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Government Code section 87100, and to other state or local laws pertaining to conflicts of interest.

(b) The terms of a conflict of interest code amended or adopted and promulgated pursuant to this regulation are as follows:

(1) Section 1. Definitions.

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. sections 18110, et seq.), and any amendments to the Act or regulations, are incorporated by reference into this conflict of interest code.

(2) Section 2. Designated Employees.

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests.

(3) Section 3. Disclosure Categories.

This code does not establish any disclosure obligation for those designated employees who are also specified in Government Code section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their economic interests pursuant to article 2 of chapter 7 of the Political Reform Act, Government Code sections 87200, et seq.

In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict of interest code for another agency, if all of the following apply:

(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;

(B) The disclosure assigned in the code of the other agency is the same as that required under article 2 of chapter 7 of the Political Reform Act, Government Code section 87200; and

(C) The filing officer is the same for both agencies.<sup>1</sup>

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<sup>1</sup> Designated employees who are required to file statements of economic interests under any other agency's conflict of interest code, or under article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an, original is signed and verified by the designated employee as if it were an original. See Government

Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of economic interests are reportable. Such a designated employee shall disclose in his or her statement of economic interests those economic interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the economic interests set forth in a designated employee's disclosure categories are the kinds of economic interests which he or she foreseeably can affect materially through the conduct of his or her office.

(4) Section 4. Statements of Economic Interests: Place of Filing.

The code reviewing body shall instruct all designated employees within its code to file statements of economic interests with the agency or with the code reviewing body, as provided by the code reviewing body in the agency's conflict of interest code.<sup>2</sup>

(5) Section 5. Statements of Economic Interests: Time of Filing.

(A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.

(B) Assuming Office Statements. All persons assuming designated positions after the

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Code section 81004.

<sup>2</sup> See Government Code section 81010 and 2 Cal. Code of Regs. section 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.

(C) Annual Statements. All designated employees shall file statements no later than April 1.

(D) Leaving Office Statements. All persons who leave designated positions shall file statements within 30 days after leaving office.

(5.5) Section 5.5. Statements for Persons Who Resign Prior to Assuming Office.

Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or leaving office statement.

(A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

(1) File a written resignation with the appointing power; and

(2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

(6) Section 6. Contents of and Period Covered by Statements of Economic Interests.

(A) Contents of Initial Statements.

Initial statements shall disclose any reportable investments, interests in real property and

business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.

**(B) Contents of Assuming Office Statements.**

Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the 12 months prior to the date of assuming office or the date of being appointed or nominated, respectively.

**(C) Contents of Annual Statements.** Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later, or for a board or commission member subject to Government Code section 87302.6, the day after the closing date of the most recent statement filed by the member pursuant to 2 Cal. Code Regs. section 18754.

**(D) Contents of Leaving Office Statements.**

Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

**(7) Section 7. Manner of Reporting.**

Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

**(A) Investment and Real Property Disclosure.**

When an investment or an interest in real property<sup>3</sup> is required to be reported,<sup>4</sup> the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property equals or exceeds two thousand dollars (\$2,000), exceeds ten thousand dollars (\$10,000), exceeds one hundred thousand dollars (\$100,000), or exceeds one million dollars (\$1,000,000).

(B) Personal Income Disclosure. When personal income is required to be reported,<sup>5</sup> the statement shall contain:

1. The name and address of each source of income aggregating five hundred dollars (\$500) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a

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<sup>3</sup> For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence; of the filer.

<sup>4</sup> Investments and interests in real property which have a fair market value of less than \$2,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

<sup>5</sup> A designated employee's income includes his or her community property interest in the income of his or her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

general description of the business activity, if any, of each source;

2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was one thousand dollars (\$1,000) or less, greater than one thousand dollars (\$1,000), greater than ten thousand dollars (\$10,000), or greater than one hundred thousand dollars (\$100,000);

3. A description of the consideration, if any, for which the income was received;

4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;

5. In the case of a loan, the annual interest rate and the security, if any, given for the loan and the term of the loan.

(C) Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship, is required to be reported,<sup>6</sup> the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity;

2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than ten thousand dollars (\$10,000).

(D) Business Position Disclosure. When business positions are required to be reported, a

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<sup>6</sup> Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

(E) Acquisition or Disposal During Reporting Period. In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

**(8) Section 8. Prohibition on Receipt of Honoraria.**

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

Subdivisions (a), (b), and (c) of Government Code Section 89501 shall apply to the prohibitions in this section.

This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Government Code section 89506.

**(8.1) Section 8.1. Prohibition on Receipt of Gifts in Excess of \$390.**

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept gifts with a total value of more than \$390 in a calendar year from any single source, if the member or employee would be required to report the receipt

of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

Subdivisions (e), (f), and (g) of Government Code section 89503 shall apply to the prohibitions in this section.

(8.2) Section 8.2. Loans to Public Officials.

(A) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

(B) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(C) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made

or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

(D) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(E) This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.
2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.
3. Loans from a person which, in the aggregate, do not exceed five hundred dollars (\$500) at any given time.
4. Loans made, or offered in writing, before January 1, 1998.

(8.3) Section 8.3. Loan Terms.

(A) Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she vacates office, receive a personal loan of five hundred dollars (\$500) or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

(B) This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.
2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans made, or offered in writing, before January 1, 1998.

(C) Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

(8.4) Section 8.4. Personal Loans.

(A) Except as set forth in subdivision (B), a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.

2. If the loan has no defined date or dates for repayment, when one year has elapsed from

the later of the following:

- a. The date the loan was made.
- b. The date the last payment of one hundred dollars (\$100) or more was made on the loan.
- c. The date upon which the debtor has made payments on the loan aggregating to less than two hundred fifty dollars (\$250) during the previous 12 months.

(B) This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.
2. A loan that would otherwise not be a gift as defined in this title.
3. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor has taken reasonable action to collect the balance due.
4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.
5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

(C) Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

(9) Section 9. Disqualification.

No designated employee shall make, participate in making, or in any way attempt to use

his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

(A) Any business entity in which the designated employee has a direct or indirect investment worth two thousand dollars (\$2,000) or more;

(B) Any real property in which the designated employee has a direct or indirect interest worth two thousand dollars (\$2,000) or more;

(C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;

(D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or

(E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$390 or more provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

**(9.3) Section 9.3. Legally Required Participation.**

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

(9.5) Section 9.5. Disqualification of State Officers and Employees.

In addition to the general disqualification provisions of section 9, no state administrative official shall make, participate in making, or use his or her official position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within 12 months prior to the time when the official action is to be taken:

(A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or

(B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value one thousand dollars (\$1,000) or more.

(10) Section 10. Disclosure of Disqualifying Interest.

When a designated employee determines that he or she should not make a governmental decision because he or she has a disqualifying interest in it, the determination not to act may be accompanied by disclosure of the disqualifying interest.

(11) Section 11. Assistance of the Commission and Counsel.

Any designated employee who is unsure of his or her duties under this code may request assistance from the Fair Political Practices Commission pursuant to Government Code section 83114 and 2 Cal. Code Regs. sections 18329 and 18329.5 or from the attorney for his or her agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

(12) Section 12. Violations.

This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code sections 81000-91014. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Government Code section 87100 or 87450 has occurred may be set aside as void pursuant to Government Code section 91003.

Note: Authority cited: Section 83112, Government Code. Reference: Sections 87103(e), 87300-87302, 89501, 89502 and 89503, Government Code.

#### HISTORY

1. New section filed 4-2-80 as an emergency; effective upon filing (Register 80, No. 14).  
Certificate of Compliance included.
2. Editorial correction (Register 80, No. 29).
3. Amendment of subsection (b) filed 1-9-81; effective thirtieth day thereafter (Register 81, No. 2).
4. Amendment of subsection (b)(7)(B)1. filed 1-26-83; effective thirtieth day thereafter (Register 83, No. 5).
5. Amendment of subsection (b)(7)(A) filed 11-10-83; effective thirtieth day thereafter (Register 83, No. 46).
6. Amendment filed 4-13-87; operative 5-13-87 (Register 87, No. 16).
7. Amendment of subsection (b) filed 10-21-88; operative 11-20-88 (Register 88, No. 46).
8. Amendment of subsections (b)(8)(A) and (b)(8)(B) and numerous editorial changes filed 8-28-90; operative 9-27-90 (Reg. 90, No. 42).
9. Amendment of subsections (b)(3), (b)(8) and renumbering of following subsections and

amendment of Note filed 8-7-92; operative 9-7-92 (Register 92, No. 32).

10. Amendment of subsection (b)(5.5) and new subsections (b)(5.5)(A)-(A)(2) filed 2-4-93; operative 2-4-93 (Register 93, No. 6).

11. Change without regulatory effect adopting Conflict of Interest Code for California Mental Health Planning Council filed 11-22-93 pursuant to title 1, section 100, California Code of Regulations (Register 93, No. 48). Approved by Fair Political Practices Commission 9-21-93.

12. Change without regulatory effect redesignating Conflict of Interest Code for California Mental Health Planning Council as chapter 62, section 55100 filed 1-4-94 pursuant to title 1, section 100, California Code of Regulations (Register 94, No. 1).

13. Editorial correction adding History 11 and 12 and deleting duplicate section number (Register 94, No. 17).

14. Amendment of subsection (b)(8), designation of subsection (b)(8)(A), new subsection (b)(8)(B), and amendment of subsections (b)(8.1)-(b)(8.1)(B), (b)(9)(E) and Note filed 3-14-95; operative 3-14-95 pursuant to Government Code section 11343.4(d) (Register 95, No. 11).

15. Editorial correction inserting inadvertently omitted language in footnote 4 (Register 96, No. 13).

16. Amendment of subsections (b)(8)(A)-(B) and (b)(8.1)(A), repealer of subsection (b)(8.1)(B), and amendment of subsection (b)(12) filed 10-23-96; operative 10-23-96 pursuant to Government Code section 11343.4(d) (Register 96, No. 43).

17. Amendment of subsections (b)(8.1) and (9)(E) filed 4-9-97; operative 4-9-97 pursuant to Government Code section 11343.4(d) (Register 97, No. 15).

18. Amendment of subsections (b)(7)(B)5., new subsections (b)(8.2)-(b)(8.4)(C) and amendment of Note filed 8-24-98; operative 8-24-98 pursuant to Government Code section 11343.4(d)

(Register 98, No. 35).

19. Editorial correction of subsection (a) (Register 98, No. 47).

20. Amendment of subsections (b)(8.1), (b)(8.1)(A) and (b)(9)(E) filed 5-11-99; operative 5-11-99 pursuant to Government Code section 11343.4(d) (Register 99, No. 20).

21. Amendment of subsections (b)(8.1)-(b)(8.1)(A) and (b)(9)(E) filed 12-6-2000; operative 1-1-2001 pursuant to the 1974 version of Government Code section 11380.2 and Title 2, California Code of Regulations, section 18312(d) and; (e) (Register 2000, No. 49).

22. Amendment of subsections (b)(3) and (b)(10) filed 1-10-2001; operative 2-1-2001.

Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2001, No. 2).

23. Amendment of subsections (b)(7)(A)4., (b)(7)(B)1.-2., (b)(8.2)(E)3., (b)(9)(A)-(C) and footnote 4. filed 2-13-2001. Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2001, No. 7).

24. Amendment of subsections (b)(8.1)-(b)(8.1)(A) filed 1-16-2003; operative 1-1-2003.

Submitted to OAL for filing pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2003, No. 3).

25. Editorial correction of 24 (Register 2003, No. 12).

26. Editorial correction removing extraneous phrase in subsection (b)(9.5)(B) (Register 2004, No. 33).

27. Amendment of subsections (b)(2)-(3), (b)(3)(C), (b)(6)(C), (b)(8.1)-(b)(8.1)(A), (b)(9)(E) and (b)(11)-(12) filed 1-4-2005; operative 1-1-2005 pursuant to Government Code section 11343.4 (Register 2005, No. 1).

28. Amendment of subsection (b)(7)(A)4. filed 10-11-2005; operative 11-10-2005 (Register 2005, No. 41).

29. Amendment of subsections (a), (b)(1), (b)(3), (b)(8.1), (b)(8.1)(A) and (b)(9)(E) filed 12-18-2006; operative 1-1-2007. Submitted to OAL pursuant to *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements) (Register 2006, No. 51).

**EXHIBIT "B"**

**HEALTH AND SAFETY COMMISSION**

<u>Designated Positions</u>	<u>Investments<sup>A</sup></u>	<u>Real Property<sup>B</sup></u>	<u>Income, Loans &amp; Bus. Pos.<sup>C</sup></u>	<u>Gifts &amp; Travel Payments<sup>D</sup></u>
Commissioner "A"	X	X	X	X
Commissioner "B"	X	X	X	X
Commissioner "C"	X	X	X	X
Commissioner "D"	X	X	X	X
Commissioner "E"	X	X	X	X
Commissioner "F"	X	X	X	X
Commissioner "G"	X	X	X	X

**Disclosure Categories for All Positions Listed**

- A. Reportable investments. (FPPC Form 700, Schedules A-1 and A-2.)
- B. Reportable interests in real property in the Jurisdiction. (FPPC Form 700, Schedule B.)
- C. Reportable income, loans and business positions, other than gifts and travel payments. (FPPC Form 700, Schedule C.)
- D. Reportable gifts and travel payments. (FPPC Form 700, Schedules D and E.)



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2007/2008

# FORM 700

## Statement of Economic Interests

Also available on the FPPC Web site:  
Form 700 Reference Pamphlet

a public document

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### **Fair Political Practices Commission**

428 J Street, Suite 620 • Sacramento, CA 95814  
Toll-Free Advice Line: 866-ASK-FPPC • (866) 275-3772  
Telephone: (916) 322-5660  
[www.fppc.ca.gov](http://www.fppc.ca.gov)

## INTRODUCTION

The Political Reform Act (Gov. Code Sections 81000-91014) requires most state and local government officials and employees to publicly disclose their personal assets and income. They also must disqualify themselves from participating in decisions which may affect their personal economic interests. The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the attached Statement of Economic Interests, Form 700, and for interpreting the law's provisions.

### Gift Prohibition

Most state and local officials, employees, and candidates are prohibited from accepting gifts totaling more than \$390 (effective January 1, 2007) in a calendar year from a single source.

In addition, state officials, state candidates, and certain state employees are subject to a \$10 limit per calendar month on gifts from lobbyists and lobbying firms registered with the Secretary of State. (See Ref. Pamphlet, page 9, for more detailed information.)

State and local officials and employees also should check with their agency to determine if any other restrictions apply.

### Honorarium Ban

Most state and local officials, employees, and candidates are prohibited from accepting an honorarium for any speech given, article published, or attendance at a conference, convention, meeting, or like gathering. (See Ref. Pamphlet, page 9, for more detailed information.)

### Loan Prohibitions

Certain state and local public officials are subject to restrictions on loans. (See Ref. Pamphlet, page 13.)

### Disqualification

Public officials are, under certain circumstances, required to disqualify themselves from making, participating in, or attempting to influence governmental decisions that will affect their economic interests. This may include interests they are not required to disclose (for example, a personal residence is often not reportable, but may be disqualifying). Specific disqualification requirements apply to 87200 filers (for example, city councilmembers, members of boards of supervisors and planning commissioners). These officials must orally identify the economic interest that creates a conflict of interest and leave the room before a discussion or vote takes place at a public meeting. For more information, consult Government Code Section 87105 and Regulation 18702.5, or refer to the booklet entitled "Can I Vote? Conflicts of Interest Overview," all of which are available on the FPPC Web site. Visit [www.fppc.ca.gov](http://www.fppc.ca.gov) and click on the Library & Publications icon.

### Post-Governmental Employment

There are restrictions on representing clients or employers before former agencies. The provisions apply to elected state officials, most state employees, local elected officials, county chief administrative officers, city managers, including the chief administrator of a city, and general managers or chief administrators of local special districts. The FPPC Web site<sup>2</sup> has facts sheets explaining the provisions.

### Late Filing

The filing officer who retains originally signed statements of economic interests may impose on an individual a fine for any statement that is filed late. The fine is \$10 per day up to a maximum of \$100. Late filing penalties can be reduced or waived under certain circumstances.

Persons who fail to timely file their Form 700 may be referred to the FPPC's enforcement division (and in some cases to the Attorney General or district attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to \$5,000 per violation may be imposed.

**For assistance** concerning reporting, prohibitions, and restrictions under the Act:

- Call the FPPC toll-free at (866) ASK-FPPC.
- See the booklet entitled "Your Duty to File: A Basic Overview of State Economic Disclosure Law and Reporting Requirements for Public Officials."

### Form 700 Public Access

Statements of Economic Interests are public documents. The filing officer must permit any member of the public to inspect and copy any statement.

- Forms must be available as soon as possible during the agency's regular business hours, but in any event not later than the second business day after the statement is received.
- No conditions may be placed on persons seeking access to the forms.
- No information or identification may be required from persons seeking access.

Reproduction fees of no more than 10 cents per page may be charged.

COVER PAGE

*A Public Document*

Please type or print in ink.

NAME (LAST)	(FIRST)	(MIDDLE)	DAYTIME TELEPHONE NUMBER		
			( 310 ) 285-2400		
MAILING ADDRESS <small>(May use business address)</small>	STREET	CITY	STATE	ZIP CODE	OPTIONAL: FAX / E-MAIL ADDRESS
455 N. Rexford Drive		Beverly Hills	CA	90210	(310) 385-0862

**1. Office, Agency, or Court**

Name of Office, Agency, or Court:

City of Beverly Hills

Division, Board, District, if applicable:

Your Position:

⇒ If filing for multiple positions, list additional agency(ies)/ position(s): (Attach a separate sheet if necessary.)

Agency: \_\_\_\_\_

Position: \_\_\_\_\_

**2. Jurisdiction of Office (Check at least one box)**

State

County of \_\_\_\_\_

City of Beverly Hills

Multi-County \_\_\_\_\_

Other \_\_\_\_\_

**3. Type of Statement (Check at least one box)**

Assuming Office/Initial Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Annual: The period covered is January 1, 2007, through December 31, 2007.

**-Or-**

The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through December 31, 2007.

Leaving Office Date Left: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 (Check one)

The period covered is January 1, 2007, through the date of leaving office.

**-Or-**

The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through the date of leaving office.

Candidate

**4. Schedule Summary**

⇒ Total number of pages including this cover page: \_\_\_\_\_

⇒ Check applicable schedules or "No reportable interests."

I have disclosed interests on one or more of the attached schedules:

Schedule A-1  Yes - schedule attached  
*Investments (Less than 10% Ownership)*

Schedule A-2  Yes - schedule attached  
*Investments (10% or greater Ownership)*

Schedule B  Yes - schedule attached  
*Real Property*

Schedule C  Yes - schedule attached  
*Income, Loans, & Business Positions (Income Other than Gifts and Travel Payments)*

Schedule D  Yes - schedule attached  
*Income - Gifts*

Schedule E  Yes - schedule attached  
*Income - Travel Payments*

**-Or-**

No reportable interests on any schedule

**5. Verification**

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete.

**I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

Date Signed \_\_\_\_\_  
(month, day, year)

Signature \_\_\_\_\_  
(File the originally signed statement with your filing official.)

## QUESTIONS AND ANSWERS

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Q. I hold two other board positions in addition to my position with the county. Must I file three statements of economic interests?

A. Yes. However, you may complete one statement listing the county and the two boards on the cover page of the Form 700 as the agencies for which you will be filing. Report your economic interests using the broadest jurisdiction and disclosure requirements assigned to you by the three agencies. Make two copies of the entire statement **before signing it**, sign each copy with an original signature, and distribute one original to the county and to each of the two boards. Remember to complete separate statements for positions that you leave or assume during the year.

Q. I am classified as a department head but recently began acting as city manager. Should I file as the city manager?

A. Yes. File an assuming office statement as city manager. Persons serving as "acting" or "interim" or "alternate" must file as if they hold the position.

Q. I left one state agency to work for another state agency. Must I file a leaving office statement?

A. Yes.

### Investment Disclosure

Q. I have an investment interest in shares of stock in a company that does not have an office in my jurisdiction. Must I still disclose my investment interest in this company?

A. Probably. The definition of "doing business in the jurisdiction" is not limited to whether the business has an office in your jurisdiction. See Ref. Pamphlet, page 12, for guidance.

Q. My spouse and I have a living trust. The trust holds rental property in my jurisdiction, our primary residence, and investments in diversified mutual funds. I have full disclosure. How is this trust disclosed?

A. Disclose the name of the trust, the rental property and its income on Schedule A-2. Your primary residence and investments in diversified mutual funds registered with the SEC are not reportable.

Q. I am required to report all investments. I hold many stocks through an account managed by a brokerage firm. Must I disclose these stocks even though I did not decide which stocks to purchase?

A. Yes, you must disclose on Schedule A-1 or A-2 any stock worth \$2,000 or more in a business entity located in or doing business in your jurisdiction.

### Income Disclosure

Q. I reported a business entity on Schedule A-2. Clients of my business are located in several states. Must I report all clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2, Part 3?

A. No, only the clients doing business on a regular basis in your jurisdiction must be disclosed.

Q. I believe I am not required to disclose the names of clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2 because of their right to privacy. Is there an exception for reporting clients' names?

A. Regulation 18740 provides a procedure in which a client's name may not be disclosed if disclosure of the name would violate a legally recognized privilege under California law. This regulation may be obtained from our Web site at [www.fppc.ca.gov](http://www.fppc.ca.gov).

Q. I am the sole owner of my business. Where do I disclose my income - on Schedule A-2 or Schedule C?

A. Sources of income to a business in which you have an ownership interest of 10% or greater are disclosed on Schedule A-2. See Ref. Pamphlet, page 7, which defines "business entity," for more information.

Q. How do I disclose my spouse's or registered domestic partner's income from an employer?

A. Report the name of the employer as a source of income on Schedule C.

## INSTRUCTIONS – SCHEDULES A-1 AND A-2 INVESTMENTS

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“Investment” means a financial interest in any business entity which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency’s jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more at any time during the reporting period. (See Ref. Pamphlet, page 12.)

### Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts and managed investment funds (See Ref. Pamphlet, page 12.)
- Sole proprietorships
- Your own business or your spouse’s or registered domestic partner’s business (See Ref. Pamphlet, page 7, for the definition of business entity.)
- Your spouse’s or registered domestic partner’s investments that are legally separate property
- Partnerships (for example, a law firm or family farm)
- Investments in reportable business entities held in a retirement account (See Ref. Pamphlet, page 14.)
- If you, your spouse or registered domestic partner, or dependent children had a 10% or greater ownership interest in a business entity or trust (including a living trust), you must disclose investments held by the business entity or trust. (See Ref. Pamphlet, page 14, for more information on disclosing trusts.)
- Business trusts

### You are not required to disclose:

- Diversified mutual funds registered with the Securities and Exchange Commission (SEC) under the Investment Company Act of 1940
- Bank accounts, savings accounts, and money market accounts
- Insurance policies
- Annuities
- Shares in a credit union
- Government bonds (including municipal bonds)
- Retirement accounts invested in non-reportable interests (for example, insurance policies, diversified mutual funds, or government bonds) (See Ref. Pamphlet, page 14.)

### REMINDERS

- Do you know your agency’s jurisdiction?
- Did you hold investments at any time during the period covered by this statement?
- Code filers – Your disclosure categories may require disclosure only of specific investments.

- Government defined-benefit pension plans
- Interests held in a blind trust (See Ref. Pamphlet, page 15.)

**Use Schedule A-1** to report ownership of less than 10% (for example, stock). Schedule C (Income) may also be required if the investment is not a stock or corporate bond. (See second example below.)

**Use Schedule A-2** to report ownership of 10% or greater (for example, a sole proprietorship).

### TO COMPLETE SCHEDULE A-1:

*Do not attach brokerage or financial statements.*

- Disclose the name of the business entity.
- Provide a general description of the business activity of the entity (for example, pharmaceuticals, computers, automobile manufacturing, or communications).
- Check the box indicating the highest fair market value of your investment during the reporting period. If you are filing a candidate or an assuming office statement, indicate the fair market value on the filing date or the date you took office, respectively.
- Identify the nature of your investment (for example, stocks, warrants, options, or bonds).
- If you initially acquired or disposed of your entire investment interest during the reporting period, enter the date acquired or disposed.

### Examples:

John Smith holds a state agency position. His conflict-of-interest code requires full disclosure of investments. John must disclose his stock holdings of \$2,000 or more in any company that does business in California, as well as those stocks held by his spouse or registered domestic partner and dependent children.

Susan Jones is a city council member. She has a 4% interest, worth \$5,000, in a limited partnership located in the city. Susan must disclose the partnership on Schedule A-1 and income of \$500 or more received from the partnership on Schedule C.

## INSTRUCTIONS – SCHEDULE A-2 INVESTMENTS, INCOME, AND ASSETS OF BUSINESS ENTITIES/TRUSTS

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Use Schedule A-2 to report investments in a business entity or trust (including a living trust), in which you, your spouse or registered domestic partner, or your dependent children had a 10% or greater interest, totaling \$2,000 or more, during the reporting period and which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction. (See Ref. Pamphlet, page 12.) A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. You are not required to report a trust that contains no reportable interests. For example, if you have a trust containing only your personal residence, your savings account, and some municipal bonds, you would not report this trust, because these interests are not reportable.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the interest was \$2,000 or more during the reporting period.

### TO COMPLETE SCHEDULE A-2:

**Part 1.** Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, check "Business Entity" and complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the fair market value of your investment.
- If you initially acquired or entirely disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (for example, if you were a director, officer, partner, trustee, employee, or held any position of management).

**Part 2.** Check the box indicating your **gross** income. Gross income is the total amount of income before deducting expenses, losses, or taxes. (This includes your pro rata share of the **gross** income to the business entity or trust, as well as your community property interest in your spouse's or registered domestic partner's share.)

**Part 3.** Disclose the name of each source of income which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan to the business entity or trust identified in part 1 if

your pro rata share of the **gross** income (including your community property interest in your spouse's or registered domestic partner's share) to the business entity or trust from that source was \$10,000 or more during the reporting period. (See Ref. Pamphlet, page 10, for example.) Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are **not reportable**.

- Disclose each individual or entity that was a source of commission income of \$10,000 or more during the reporting period through the business entity identified in part 1. (See Ref. Pamphlet, page 7, for an explanation of commission income.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction but who does business on a regular basis with you. Such a client, if a reportable source of \$10,000 or more, must be disclosed.

Leave Part 3 blank if you do not have any reportable \$10,000 sources of income to disclose. Adding phrases such as "various clients" or "not disclosing sources pursuant to attorney-client privilege" may trigger a request for an amendment to your statement. (See Ref. Pamphlet, page 13, for details about privileged information.)

**Part 4.** Report any investments or interests in real property held by the entity or trust identified in part 1 if your pro rata share of the interest held was \$2,000 or more during the reporting period.

- Check the applicable box identifying the interest held as real property or an investment.
- If investment, provide the name and description of the business entity.
- If real property, report the address or other precise location (for example, an assessor's parcel number).
- Check the box indicating the fair market value of your interest in the real property or investment. (Report the fair market value of the portion of your residence claimed as a tax deduction if you are utilizing your residence for business purposes.)
- Identify the nature of your interest.
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property or investment during the reporting period.

## INSTRUCTIONS – SCHEDULE B INTERESTS IN REAL PROPERTY

Report interests in real property located in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more any time during the reporting period. (See Ref. Pamphlet, page 12.)

### Interests in real property include:

- An ownership interest (including a beneficial ownership interest)
- A deed of trust, easement, or option to acquire property
- A leasehold interest (See Ref. Pamphlet, page 13.)
- A mining lease
- An interest in real property held in a retirement account (See Ref. Pamphlet, page 14.)
- An interest in real property held by a business entity or trust in which you, your spouse or registered domestic partner, or your dependent children had a 10% or greater ownership interest (report on Schedule A-2)
- Your spouse's or registered domestic partner's interests in real property that are legally held separately by him or her

### You are not required to report:

- A residence, such as a home or vacation cabin, used exclusively as a personal residence. However, a residence for which you claim a business deduction may be reportable. If reportable, report the fair market value of the portion claimed as a tax deduction.
- Interests in real property held through a blind trust (See Ref. Pamphlet, page 15, for exceptions.)

### TO COMPLETE SCHEDULE B:

- Report the address or other precise location (for example, an assessor's parcel number) of the real property.
- Check the box indicating the fair market value of your interest in the property (regardless of what you owe on the property).
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property during the reporting period.
- Identify the nature of your interest. If it is a leasehold, disclose the number of years remaining on the lease.

### REMINDERS

- Income and loans already reported on Schedule B are not also required to be reported on Schedule C.
- Code filers – Do your disclosure categories require disclosure of real property?

- If you received rental income, check the box indicating the gross amount you received.
- If you had a 10% or greater interest in real property and received rental income, list the name of the source(s) if your pro rata share of the gross income from any single tenant was \$10,000 or more during the reporting period. If you received a total of \$10,000 or more from two or more tenants acting in concert (e.g., in most cases, this will apply to married couples), disclose the name of each tenant. Otherwise, leave this section blank.
- Loans from a private lender that total \$500 or more and are secured by real property may be reportable. Reportable loans may be disclosed on Schedule B or Schedule C. **Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.**
  - Provide the name and address of the lender.
  - Describe the lender's business activity.
  - Disclose the interest rate and term of the loan. The term of a loan is the total number of months or years given for repayment of the loan at the time the loan was entered into. For variable interest rate loans, disclose the conditions of the loan (for example, Prime + 2) or the average interest rate paid during the reporting period.
  - Check the box indicating the highest balance of the loan during the reporting period.
  - Identify a guarantor, if applicable.

If you have more than one reportable loan on a single piece of real property, report the additional loan(s) on Schedule C.

**Example:** Joe Nelson is a city planning commissioner. Joe received rental income of \$12,000 during the reporting period from a single tenant who rented property Joe owned in the city's jurisdiction. If Joe had received the \$12,000 from two or more tenants, the tenants' names would not be required as long as no single tenant paid \$10,000 or more.

STREET ADDRESS OR PRECISE LOCATION	
4600 24th Street	
CITY	
Sacramento, CA 95814	
FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:
<input type="checkbox"/> \$2,000 - \$10,000	<input type="checkbox"/> / / 07
<input type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> ACQUIRED
<input checked="" type="checkbox"/> \$100,001 - \$1,000,000	<input type="checkbox"/> DISPOSED
<input type="checkbox"/> Over \$1,000,000	
NATURE OF INTEREST	
<input checked="" type="checkbox"/> Ownership/Deed of Trust	<input type="checkbox"/> Easement
<input type="checkbox"/> Leasehold	<input type="checkbox"/> Other
IF RENTAL PROPERTY, GROSS INCOME RECEIVED:	
<input type="checkbox"/> \$0 - \$499	<input type="checkbox"/> \$500 - \$1,000
<input checked="" type="checkbox"/> \$1,001 - \$100,000	<input type="checkbox"/> \$1,001 - \$10,000
<input type="checkbox"/> OVER \$100,000	
SOURCE(S) OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.	
Henry Wells	
NAME OF LENDER:	
Sophia Petrillo	
ADDRESS	
2121 Blue Sky Parkway	
BUSINESS ACTIVITY OF LENDER:	
Restaurant Owner	
INTEREST RATE	TERM (Months/Years)
8 % <input type="checkbox"/> None	15 Years
HIGHEST BALANCE DURING REPORTING PERIOD	
<input type="checkbox"/> \$500 - \$1,000	<input type="checkbox"/> \$1,001 - \$10,000
<input checked="" type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> OVER \$100,000
<input type="checkbox"/> Guarantor, if applicable	

**INSTRUCTIONS – SCHEDULE C**  
**INCOME, LOANS, & BUSINESS POSITIONS**  
**(Income Other Than Gifts and Travel Payments)**

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Report the source and amount of gross income of \$500 or more you received during the reporting period. Gross income is the total amount of income before deducting expenses, losses, or taxes and includes loans other than loans from a commercial lending institution. (See Ref. Pamphlet, page 10.) Also report your job title with each reportable business entity, even if you received no income during the reporting period. You must also report the source of income to your spouse or registered domestic partner if your community property share is \$500 or more during the reporting period.

A source of income must be reported only if the source is located in, doing business in, planning to do business in, or has done business during the previous two years in your agency's jurisdiction. (See Ref. Pamphlet, page 12, for more information about doing business in the jurisdiction.) Reportable sources of income may be further limited by your agency's conflict-of-interest code.

**Commonly reportable income and loans include:**

- Salary/wages, per diem, reimbursement for expenses including travel payments provided by your employer
- Community property interest (50%) in your spouse's or registered domestic partner's income - **report the employer's name and all other required information**
- Income from investment interests, such as partnerships, reported on Schedule A-1
- Commission income not required to be reported on Schedule A-2 (See Ref. Pamphlet, page 7.)
- Gross income from any sale, including the sale of a house or car (report your pro rata share of the total sale price)
- Rental income not required to be reported on Schedule B
- Prizes or awards not disclosed as gifts
- Payments received on loans you made to others, including loan repayments from a campaign committee
- An honorarium received prior to becoming a public official (See Ref. Pamphlet, page 9, concerning your ability to receive future honoraria.)
- Incentive compensation (See Ref. Pamphlet, page 11.)

**REMINDERS**

- Code filers – Your disclosure categories may not require disclosure of all sources of income.
- If you or your spouse or registered domestic partner are self-employed, report the business entity on Schedule A-2.
- Do not disclose on Schedule C income, loans or business positions already reported on Schedules A-2 or B.

**You are not required to report:**

- Salary, reimbursement for expenses or per diem, social security, disability, or other similar benefit payments received by you or your spouse or registered domestic partner from a federal, state, or local government agency

**See Ref. Pamphlet, page 11, for more exceptions to income reporting.**

**TO COMPLETE SCHEDULE C:**

**1. Income Received/Business Position Disclosure**

- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity if the source is a business entity.
- Disclose the job title or business position, if any, that you held with the business entity, even if you did not receive income during the reporting period.
- Check the box indicating the amount of gross income received.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of \$10,000 or more. (See Ref. Pamphlet, page 7.)
- For income from rental property that is not required to be listed on Schedule B, enter "Rental Income" under "Name of Source," check the box indicating the gross income received, and, if you had a 10% or greater interest in the rental property, list the name of each tenant if your pro rata share of the gross income from that tenant was \$10,000 or more during the reporting period.

**2. Loan Received**

- Disclose the name and address of each lender.
- Provide a general description of the business activity if the lender is a business entity.
- Check the box indicating the highest balance of the loan during the reporting period.
- Disclose the interest rate and the term of the loan.
  - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
  - For variable interest rate loans, disclose the conditions of the loan (for example, Prime + 2) or the average interest rate paid during the reporting period.
- Identify the security, if any, for the loan.

## INSTRUCTIONS – SCHEDULE D INCOME – GIFTS

A gift is anything of value for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is \$50 or more. In addition, multiple gifts totaling \$50 or more received during the reporting period from a single source must be reported. **Gifts are reportable regardless of where the donor is located.**

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is not known, you must make a good faith estimate of the item's fair market value. Listing the value of a gift as "over \$50" or "value unknown" is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary.

### Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events
- Tickets/passes to amusement parks
- Parking passes
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering, where you did not give a speech, participate in a panel or seminar, or provide a similar service
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status
- Wedding gifts (See Ref. Pamphlet, page 15, to determine value.)
- An honorarium. You may report an honorarium as income on Schedule C, rather than as a gift on Schedule D, if you provided services of equal or greater value than the payment received. (See Ref. Pamphlet, page 9, regarding your ability to receive future honoraria.)
- Transportation and lodging (see Schedule E)
- Forgiveness of a loan received by you

### You are not required to disclose:

- Gifts that were not used and which, within 30 days after receipt, were returned to the donor or delivered to a charitable organization without being claimed by you as a charitable contribution for tax purposes

### REMINDERS

- Gifts are limited by law to a value of \$390 from any one source in a calendar year.
- See Ref. Pamphlet, page 9, for additional gift and honoraria prohibitions.
- Code filers – You only need to report gifts from reportable sources.

- Gifts from your spouse or registered domestic partner, child, parent, grandparent, grandchild, brother, sister, aunt, uncle, niece, nephew, or first cousin. Included in this exception are gifts from your spouse or domestic partner's children, parents, brothers and sisters, and the spouse or registered domestic partner of the individuals listed above. The exception does not apply if the donor was acting as an agent or intermediary for a reportable source who was the true donor
- Gifts of hospitality involving food, drink, or occasional lodging provided in an individual's home when the individual or a member of the individual's family was present
- Gifts of similar value exchanged between you and an individual, other than a lobbyist, on holidays, birthdays, or similar occasions
- Gifts of informational material provided to assist you in the performance of your official duties (for example, books, pamphlets, reports, calendars, periodicals, or educational seminars)
- A bequest or inheritance. However, inherited investments or real property may be reportable on other schedules.
- Personalized plaques and trophies with an individual value of less than \$250
- Campaign contributions
- Tickets to a fundraising event for an Internal Revenue Code Section 501(c)(3) organization
- Tickets to political fundraisers
- Gifts given to members of your immediate family unless you enjoy direct benefit of the gift, use the gift, or exercise discretion or control over the use or disposition of the gift. (See Commission Regulation 18944.)
- A pass or ticket that provided a one-time admission to an event (theater performance, sporting event) that was not used and was not transferred to another person. Commission Regulation 18946.1 provides a method for determining the value of a ticket or pass that was used or transferred to another person and for determining the value of passes or tickets which provide repeated admission to facilities or services
- Food, beverages, and necessary accommodations provided directly in connection with an event at which you gave a speech, participated in a panel or seminar, or provided a similar service

### TO COMPLETE SCHEDULE D:

- Disclose the full name (not an acronym), address, and, if a business entity, the business activity of the source.
- Provide the date (month, day, and year) of receipt, and disclose the fair market value and description of the gift.

## INSTRUCTIONS – SCHEDULE E TRAVEL PAYMENTS, ADVANCES, AND REIMBURSEMENTS

Travel payments reportable on Schedule E include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to a \$390 gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you may have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. See the FPPC fact sheet entitled "Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans," which can be obtained from your filing officer or the FPPC Web site at [www.fppc.ca.gov](http://www.fppc.ca.gov).

**You are not required to disclose:**

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received
- Travel payments received from your employer in the normal course of your employment that are required to be reported on Schedule C
- Payments or reimbursements for transportation within California in connection with an event at which you gave a speech, participated in a panel or seminar, or performed a similar service
- Food, beverages, and necessary accommodations received directly in connection with an event held inside or outside California at which you gave a speech, participated in a panel, or provided a similar service. Note that payments for transportation outside of California are reportable
- A travel payment that was received from a nonprofit entity exempt from taxation under Internal Revenue Code Section 501(c)(3) for which you provided equal or greater consideration

**TO COMPLETE SCHEDULE E:**

- Disclose the full name (not an acronym) and address of the source of the travel payment.
- Identify the business activity, if any, of the source.
- Check the box to identify the payment as a gift or income, report the amount, and disclose the date(s) if applicable.
  - Travel payments are gifts if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling \$50 or more from a single source during the period covered by the statement. Gifts of travel are reportable without regard to where the donor is located.

When reporting travel payments that are gifts, you must provide a description of the gift and the date(s) received.

- Travel payments are income if you provided services that were equal to or greater in value than the payments received. You must disclose income totaling \$500 or more from a single source during the period covered by the statement. You have the burden of proving the payments are income rather than gifts.

When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

**Example:**

City council member Rick Chandler is a board member of the League of California Cities. The League reimburses its board members for travel and lodging, as well as meals and other expenses

associated with board meetings. If Rick provides equal or greater consideration for the travel and lodging when he participates in the meeting, the reimbursements are reported as income.

▶ NAME OF SOURCE	
League of California Cities	
ADDRESS	
1400 K Street, Suite 400	
CITY AND STATE	
Sacramento, CA	
BUSINESS ACTIVITY, IF ANY, OF SOURCE	
Association of city officials	
DATE(S):	9 / 16 / 07 - 9 / 17 / 07 AMT. \$ 588.00
	<small>(if applicable)</small>
TYPE OF PAYMENT: (must check one) <input type="checkbox"/> Gift <input checked="" type="checkbox"/> Income	
DESCRIPTION: Travel reimbursement for board meeting	



## CITY OF BEVERLY HILLS

### Policy and Management

#### MEMORANDUM

**TO:** Health and Safety Commissioners

**FROM:** Pamela Mottice Muller, Director Office of Emergency Management

**DATE:** July 28, 2008

**SUBJECT:** Health and Safety Commission

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The Commission has completed a variety of activities as follows:

- department visits,
- review of current and future City Health and Safety Initiatives,
- discussions on topics such as:
  - Who do we serve?
  - What is our vision?
  - What impact do we want to have?
  - Who are we?
  - Who are we and who are we not?
  - Who do we want to become?
  - When appointed what was our vision?
- listing of Health and Safety topics,
- developing categories for these topics, and
- prioritizing these categories.

The following is a summary of the mission and vision statement, motto, and the priority categories and topics:

**Mission Statement: The Health and Safety Commission shall strive to maintain and improve the overall health and safety of the community.**

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

**Vision Statement: To Inspire greater citizen participation and awareness regarding health and safety issues that affects our community.**

Over 105 Health and Safety related topics were identified. The list of topics are attached. These topics were listed under the following categories:

- Environment
- Crime
- Transportation
- Multi-Hazard
- Health
- Security
- Behavior
- Home

Two core categories were identified to concentrate efforts over the next year and beyond:

### **MULTI-HAZARD**

Multi-Hazard was deemed the highest priority by the Commission. The Goal is to create a "Community Culture of Preparedness" and for the Commission to function as ambassadors on Health and Safety issues in the City of Beverly Hills.

#### **Subject Topics of Most Interest**

- Disaster Community Preparedness
- Neighborhood Preparedness
- Citizen Corp Development
- Special Needs, Disabled, Seniors needs before, during, and after a disaster

### **HEALTH**

#### **Subject Topics of Most Interest**

- CPR/AED
- Pandemic/Seasonal Flu
- Sun Safety
- Drugs/alcohol

The Home and Behavior categories were also deemed of importance. Specific topics under these categories could also be grouped under Multi-Hazard and Health Issues. Subject areas identified of importance in the Home and Behavior category are as follows:

- Drinking & Driving
- Accident Prevention
- Teen Issues/Speeding/Fake ID's
- Pedestrian Safety

### **TO CREATE A “COMMUNITY CULTURE OF AWARENESS AND PREPAREDNESS”**

- Support major campaigns to educate the community on the topic of disaster preparedness.

There are a variety of events to occur in which the Commission will be active.

#### **National Preparedness Month—September**

Campaign Title: Make a Kit! Make a Plan! Be Informed!

- Banners
- Postcards to All Residents

Target Groups: All

Major Events: Stakeholder Meetings: Business Symposium, Faith Based Groups etc. Children's Drawing Contest

#### **Great Southern California Shake Out Drill—November 13**

Campaign Title: Great Southern California Shakeout

Focus Groups: Businesses & Schools

Major Event: Participation in “Drop, Cover, Hold” drill November 13

#### **Safety Week and Expo—February**

Campaign Title: “We are a Safe, Healthy and Prepared City”

Focus Groups: Schools & Residents

Major Events: School Presentations, Expo, Community Art Project

**Earthquake Preparedness Month—April**

Campaign Title: “When It Rocks Are You Ready To Roll?”

- Banners

Focus Groups: Neighborhoods

Major Events: Pledge Card Neighborhood Watch meetings

- Encourage and Support Citizen Corp activities and involvement.

**TO SERVE AS A CONNECTION TO THE COMMUNITY ON HEALTH AND SAFETY RELATED RESOURCES AND INFORMATION.**

- Explore ways to provide resources to the community e.g. updating Emergency Preparedness Directory, updating old Health and Safety Directory, websites, advertising.
- Support outreach to individuals with special needs and identify those needs before, during, and after a disaster.

**TO ENCOURAGE GOOD DECISION MAKING AND BATTLE COMPLACENCY ON HEALTH AND SAFETY MATTERS.**

- Choose eight topics for the current year to be highlighted in a variety of educational ways throughout the year.

The following topics have been identified:

Vector Safety (June-Sept.)  
Fall Prevention (September)  
Pandemic/Seasonal Flu (Oct.)  
Winter Storms (Nov.)  
Heat Safety (June –Sept.)  
Wildland Fires (June- Sept)  
Sun Safety (Summer)

Additionally the Commission will need to identify two to three additional items from the following top priority topics identified at the May 19 work session or from the topic list to be featured in months without a current campaign.

Drinking and Driving  
Accident Prevention  
Teen Issues/Speeding  
Alcohol/Drugs/Underage Drinking  
Pedestrian Safety

- Develop and Implement Health and Safety Awards.



**CITY OF BEVERLY HILLS**

**Policy and Management**

**MEMORANDUM**

**TO:** Health and Safety Commissioners  
**FROM:** Pamela Mottice Muller, Director Office of Emergency Management  
**DATE:** September 22, 2008  
**SUBJECT:** Commissions Involvement in Bond Measure E

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Vice Chair Seidel has requested an item be placed on the agenda concerning Commissioners and the Commission's role in supporting Measure E. Commissioner Seidel is requesting staff provide information on what he can other Commissioners can personally do and can not do as far as speaking out on the BHUSD Bond Measure E. He also is inquiring on what proper action the commission can or should take. He states the bond includes funds for seismic and security upgrades to all five schools, along with other items.

Staff will provide information for the discussion at the next meeting.