



**CITY OF BEVERLY HILLS**

Room 280A  
455 North Rexford Drive  
Beverly Hills, CA 90210

In-person / Telephonic / Video Conference Meeting

**HEALTH AND SAFETY COMMISSION SPECIAL MEETING**

**MINUTES**

Monday, December 18, 2023  
4:00 p.m.

**OPEN MEETING**

**PLEDGE OF ALLEGIANCE**

Chair Hilborne led the Pledge of Allegiance.

**ROLL CALL**

Commissioners Present: Commissioners Baker, Chang, and Rosenthal, Vice Chair Felsenthal, Chair Hilborne

Commissioners Absent: None

Staff Present: Fire Chief Gregory Barton, Deputy Fire Chief Alfred Poirier, Fire Captain Geoffrey Ertel, Senior Policy and Management Administrator, Public Safety, Gabriella Yap, EMS Administrator Sean Stokes, Fire Administrator Michael Liongson, Police Lieutenant Reginald Evans, Police Officer Michael Downing, Environmental Compliance and Sustainability Programs Manager Josette Descalzo, Project Operations Specialist Gabriel Mier, and Commission Secretary Karen Gutierrez

**COMMUNICATIONS FROM THE AUDIENCE**

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.

No public comment.

**APPROVAL OF AGENDA**

With the concurrence of the Commission, the Chair may choose to amend the order of the items on the agenda.

By order of the Chair, the agenda was approved as presented.

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## CONSENT CALENDAR

### 1. Consideration of minutes from the Health and Safety Commission special meeting on October 30, 2023.

Motion: MOVED by Commissioner Chang, SECONDED by Vice Chair Rosenthal to approve the minutes as presented (5-0).

AYES: Commissioners Baker, Chang, Rosenthal, Vice Chair Felsenthal, Chair Hilborne

ABSENT: None

NOES: None

## REPORTS FROM PRIORITY AGENCIES

- Beverly Hills Unified School District – Beverly Hills Unified School District representative, Rachele Marcus, spoke about various events and activities; a new notification system monitored by the Command Center; the Norman Aid and Bulldog Aid Centers; and the annual reorganization Board meeting.
- Beverly Hills Fire Department– B-Shift Fire Captain Geoffrey Ertel spoke on fire incidents and response metrics. He presented the department's year-to-year comparable metrics for October 2022 and October 2023, and November 2022 and November 2023, on various categories. He addressed an automatic aid response to a structure fire, and shared safety tips.
- Beverly Hills Police Department – Police Lieutenant Reginald Evans provided an update on Police Department activities. He presented the department's month-to-month comparable metrics on several categories, between October 2023, November 2023, and December 2023. He spoke about the upcoming community outreach events and shared holiday safety tips. Office Downing presented on the K-9 Unit and the Commission had the opportunity to meet Darco the K-9 dog.
- The Commission took a recess from 5:09pm to 5:12pm.

## CONTINUED BUSINESS

### 2. Climate Action and Adaptation Plan – Green House Gas Mitigation Measures

A progress update on the Climate Action and Adaptation Plan for the City of Beverly Hills.

Environmental Compliance and Sustainability Programs Manager Josette Descalzo spoke on green house gas mitigation measures and Health and Safety Commission initiatives related to the Climate Action and Adaptation Plan (CAAP). The CAAP goals are to reduce the City's GHG emissions (mitigation measures) towards zero by 2045; and prepare the City to withstand the effects of climate change through infrastructure improvements to maintain service and through community participation and preparation. Health and Safety Commission adaptation measures included to create a communitywide climate change

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education program; increase community member participation in emergency notification and preparedness systems; create evacuation procedures for vulnerable populations; develop a heat emergency response appendix to the Emergency Operations Plan.

**3. Moment of Mindfulness**

Vice Chair Erica Felsenthal, PhD, will lead the Commission in a Moment of Mindfulness.

Vice Chair Felsenthal referenced articles contained in the packet. She presented on the topic of Sleep and provided important wellness tips regarding sleep hygiene.

**NEW BUSINESS**

**4. 2024 Health and Safety Commission Meeting Dates**

Provides the proposed 2024 meeting dates for the Health and Safety Commission.

The Commission reviewed the 2024 Commission meeting schedule and gave unanimous consent to hold special meetings for the months of April, May, November, and December. The regular meeting dates conflict with major holidays.

**5. Health and Safety Commission Accomplishments 2023**

Provides the Commission with a list of Commission accomplishments for calendar year 2023.

Chair Hilborne expressed his appreciation to the Commission and staff for their commitment to the mission of the Health and Safety Commission. He highlighted several of the accomplishments that were contained in the meeting packet.

**6. Outgoing / Incoming Chair and Vice Chair**

Recognition of current Chair and Vice Chair and incoming Chair and Vice Chair.

This item recognized outgoing Chair Lee Hilborne, outgoing Vice Chair Erica Felsenthal, and incoming Chair Erica Felsenthal and incoming Vice Chair Helena Rosenthal. The Commission reflected on the year's efforts and congratulated the outgoing and incoming Commissioners. Staff presented a plaque of appreciation to Chair Hilborne for his leadership for 2023.

**7. 2024 Chair's Focus Area Topics, Areas of Interest, and Work Plan Initiatives**

Discussion of the Commission's topics, areas of interest, and potential work plan initiatives.

Incoming Chair Erica Felsenthal spoke on the Chair's focus area topics, areas of interest, and work plan initiatives for 2024.

FOCUS: Optimizing Mental and Physical Health and Safety

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- A. Create a space to cultivate best practices in optimizing health and safety, and to continue to foster a cohesive engagement plan for the community. Support staff in championing health and safety issues by leveraging the commitment and engagement of the Just in Case Beverly Hills and Neighborhood Watch programs.

ITEMS OF INTEREST:

The following are items of interest for the Commission.

- 1) Expand education and programs in the Beverly Hills community to address challenges experienced by individuals struggling with mental health.
  - 2) Promote healthier living, building on initiatives that have been the focus of the City Council in the past 5 years with a focus on optimizing health.
  - 3) Public Health Preparedness for future health and safety challenges with the Emergency Management Manager, and Police and Fire Departments to speak on various safety related topics.
  - 4) Consideration of recommendations from the Beverly Hills Climate Action and Adaption Plan, specifically those recommending Health and Safety Commission engagement.
  - 5) Ongoing support for the Smoking Ordinance, including examination of successes and opportunities; continue the past efforts of the Health and Safety Commission and City Council to reduce exposure to secondhand smoke.
  - 6) Further develop and disseminate a “Mental Health First Aid Cabinet”, including promotion of mindfulness and mental health tools within the community by utilizing City platforms. Strengthening partnerships with mental health providers in the community in conjunction with the Community Services Department.
  - 7) Assure every resident has sufficient emergency potable drinking water.
  - 8) Highlight the Nurse Practitioner Program and other EMS support for the community.
- A. Topics will rotate monthly, every other month and quarterly. A schedule will be set accordingly. On other occasions we will coordinate with existing “awareness” months to learn about preventative health strategies. For example, if October is Breast Cancer Awareness month, we would have a speaker to go with that topic.

Work Plan Items for FY 2023-2024/FY 2024-2025 (Budget)

Continue to support staff and the various health and safety related programs offered to the community.

**PROJECT UPDATES**

None

**COMMUNICATIONS FROM THE COMMISSION**

- Chair’s Report
  - Mayor’s Cabinet Meeting Highlights – December 12, 2023
    - Chair Hilborne attended the Mayor’s Cabinet meeting. Highlights of the meetings will be included in a meeting future packet.
- Commissioner Items - None

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**COMMUNICATIONS FROM STAFF**

- Director's Report
  - Staff shared information on upcoming events and Fire Department staffing changes.
- Health and Safety Related Supplemental Information:
  1. Community Emergency Response Team (CERT) Newsletter November 2023
  2. Community Emergency Response Team (CERT) Newsletter December 2023
  3. Beverly Hills Fire Department Presents Home Smoke Alarms
  4. Beverly Hills Fire Department Presents Carbon Monoxide Alarms
  5. What is Diabetes?
  6. Alzheimer's Disease
    - Health and safety related supplemental information was included in the packet for Commissioners to read.

**ADJOURNMENT**

Date / Time: December 18, 2023 / 6:32 p.m.

PASSED AND APPROVED THIS 22<sup>nd</sup> DAY OF JANUARY, 2024



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Erica Felsenthal, Chair