

**DATE:** March 16, 2021

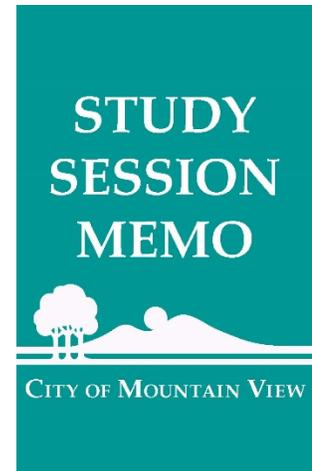
**TO:** Honorable Mayor and City Council

**FROM:** Melvin Gaines, Principal Management Analyst  
Audrey Seymour Ramberg, Assistant City  
Manager/Chief Operating Officer

**VIA:** Kimbra McCarthy, City Manager

**TITLE:** **Public Safety Advisory Board Applicant  
Interviews**

---



## **PURPOSE**

Interview applicants for the newly established Public Safety Advisory Board.

## **BACKGROUND**

### **Council Action to Establish a Public Safety Advisory Board**

The City Council Ad Hoc Subcommittee on Race, Equity, and Inclusion (REI Subcommittee) was established in June 2020 to guide the City's efforts to engage the community in meaningful dialogue and take action toward a vision of racial justice, equity, and enhanced public trust in law enforcement in Mountain View. At the June 30, 2020 REI Subcommittee meeting, members expressed an interest in exploring different models of community police oversight as part of a comprehensive Race, Equity, and Inclusion Action Plan.

Staff extensively reviewed models of community police oversight bodies in other locations and analyzed Mountain View-specific information, including: crime statistics; Police Department contact data, use-of-force statistics, and already-adopted reforms, policies, and practices; and community input on policing, including the feedback received through the Human Relations Commission community engagement process on local policing.

Staff presented an overview to the REI Subcommittee at its August 24, 2020 meeting. At its November 19, 2020 meeting, the REI Subcommittee approved staff's recommendation

to establish a Public Safety Advisory Board (PSAB) that would operate similar to other Mountain View advisory bodies and would have the following characteristics:

- The body acts solely in an advisory capacity and is tasked with holding public forums and providing input and recommendations to the Police Chief and City Council on public safety matters, including development of community policing concepts, increasing public awareness of public safety matters, furthering Mountain View Police Department (MVPD) engagement and transparency efforts, and identifying best practices.
- The body has up to seven members who are appointed by the City Council.
- As a guiding principle, the City Council should strive to appoint members who bring diverse community representation to the PSAB (Mountain View residents from different neighborhoods of varying ages, races, professions, cultures, etc.).
- The body should be staffed by two employees, one lead staff designated by the City Manager and the other a member of the Police leadership team.

On December 1, 2020, the City Council approved the REI Subcommittee's recommendation to establish a PSAB. (The Council report for this Council meeting is included as Attachment 1.)

### **PSAB Recruitment Process**

#### *Webpage Description of PSAB*

Staff created a webpage outlining the PSAB purpose, general functions, and membership composition. The description of membership noted that the PSAB would include up to seven members, with the first appointments including three positions serving two-year terms expiring in 2023 and four positions serving four-year terms expiring in 2025 to allow for continuity over time. Subsequent appointments to the PSAB will be for four-year terms.

The PSAB webpage explained that the PSAB would review topics discussed at the REI Subcommittee meetings and propose a work plan for City Council approval, with potential items including: review of MVPD contact data demographics; exploration of alternative responses to mental health-related calls for service; and review of community input from the Human Relations Commission's 2020 community listening forums on local policing, MVPDx Partnering for the Future participants, and other sources.

The PSAB webpage also provided information about how the PSAB will be staffed, noting that Melvin Gaines, Principal Management Analyst from the City Manager's Office, will serve as the lead staff liaison with the responsibility for developing the agenda and overseeing the information and recommendations presented to the PSAB. Captain Michael Canfield will serve as a support liaison from the MVPD.

### *Outreach Efforts*

The City Clerk's Office conducted a recruitment process for the seven openings on the PSAB from January 29 to February 26, 2021. Outreach announcing the City's recruitment for the PSAB included web and social media posts, *Mountain View Voice* ads, placement on the KMVT and City Hall bulletin boards, and targeted e-mails. E-mail recipients included: contacts from REI Subcommittee interactions; neighborhood associations; community groups; Spanish Language Civic Academy Ambassadors; MVPDx: Partnering for the Future participants and graduates; and the Mountain View Chamber of Commerce.

## **DISCUSSION**

### **Applications Received**

The City Clerk's Office received 15 applications for the PSAB. One application was received from a nonresident, which has been excluded consistent with the approved composition of a diverse range of Mountain View residents. Another application was received after the deadline, which has been included in the interview schedule. One applicant has subsequently withdrawn. Consequently, there are 13 applicants to fill up to seven positions. Applications are included as Attachment 2. A summary of applicants is included as Attachment 3.

### **Interview Process**

In accordance with the attached schedule (Attachment 4), each applicant will have up to five minutes to answer two questions.

Following interviews, Council will deliberate and develop a recommendation for appointment of up to seven PSAB members, considering the characteristics summarized in the Background section of this Study Session memo and the appointment guidelines typically provided as part of the Council Appointments Review Committee interview process (Attachment 5).

As mentioned above, in this initial action to establish the PSAB, staff recommends staggered terms with four PSAB members having four-year terms and three members having two-year terms. The City Clerk will be prepared to facilitate a random method for the assignment of terms. However, Councilmembers can recommend term lengths for each individual appointment. As part of either process, Council could choose to ask applicants if any would like to volunteer for a two-year term.

### **NEXT STEPS**

At the conclusion of the interviews, the City Council will determine its appointment recommendations for final consideration and action at its meeting on April 13, 2021. At this time, term start dates will be set.

Following Council appointment of PSAB members, staff will schedule the first PSAB meeting and establish a regular meeting schedule. Staff anticipates that the PSAB will initially meet monthly. Prior to the first PSAB meeting, staff liaisons will meet with each PSAB member to begin establishing a relationship and to provide an overview of PSAB member responsibilities. At the first PSAB meeting, PSAB members will appoint a Chair and Vice Chair and be provided with an informational update on the public safety matters discussed over the summer and fall 2020 as part of the Race, Equity, and Inclusion Action Plan. This will include information on the report out from the Human Relations Commission's Community Listening Forums on Local Policing and an update on the research on potential bias in MVPD contact data by the Ph.D. research fellow working with the City as part of a unique partnership with Stanford University and the University of Michigan.

**PUBLIC NOTICING** – Agenda posting and applicants.

WW/6/CAM  
429-03-16-21SS  
200894

- Attachments:
1. December 1, 2020 City Council Report
  2. PSAB Applications
  3. Summary Table of PSAB Applicants
  4. Interview Schedule
  5. Board/Commission/Committee Member Selection Guidelines