



Montclair Safety and Improvement Council (MSIC) Steering Committee Meeting Minutes

Thursday, March 3, 2016, Montclair Presbyterian Church

Steering Committee Members Present: Carolyn Winters (Chairperson), Michael Tigges (Vice Chairperson), Jim Clardy (Treasurer), Nick Vigilante (Secretary), Mimi Rohr (Community Representative), Nancy Havassy (Community Appointed Representative), Nicki Kaiser (Community Representative), Daniel Swafford (Community Representative), Barry Klezmer (Community Appointed Representative), and Stan Weisner (Community Appointed Representative).

Steering Committee Members Absent: Doug Mosher (Community Representative), Jeff Diamond (Community Appointed Representative), and Josh Shaw (Community Representative).

Advisory Members Present: Patricia Rose, Oakland Police Department (OPD) Neighborhood Services Coordinator (NSC), and Ms. Nayeli Maxon of Councilmember Annie Campbell-Washington's Office, City of Oakland.

Other Attendees Present: None.

A quorum of Steering Committee Members (SCMs) was achieved and Chairperson Winters called the meeting to order at approximately 7:00 p.m.

1. Treasurer's Report:

Treasurer Clardy provided a comprehensive Treasurer's Report and P & L statement via e-mail to the Steering Committee on March 2, 2016. He also provided paper copies of the Treasurer's Report at the meeting. He was unable to stay for the rest of the meeting because he had a cold. MSIC currently has \$10,208.34 in its bank account at the U.S. Bank and PayPal Account of which \$8,182.09 is earmarked for the Railroad Mural Project.

Chairperson Winters stated that MSIC has so far raised \$270.00 in cash, \$35.00 from PayPal, and a \$20 check from the wine fundraising event held at the Farmstead Wine and Cheese Shop on March 2, 2016. In addition, MSIC will receive a percentage of sales at the Shop (10%) that occurred during the fundraising event. Chairperson Winters and the entire Steering Committee thanked Shop Owner Jeff Diamond (also a

member of the MSIC Steering Committee) for his support in sponsoring this fundraising event for the MSIC.

Chairperson Winters stated that she has incurred some minor administrative expenses for MSIC in the amount of \$27.97. She also noted that SCM Mosher has incurred an expense of \$30.00 for the web domain service for the MSIC website. Secretary Vigilante submitted a motion to reimburse Chairperson Winters and SCM Mosher for their out of pocket expenses. The motion was seconded. There was a consensus of agreement among SCMs without any objections that Chairperson Winters and SCM Mosher should be reimbursed for their out of pocket expenses noted above.

There was an inquiry among SCMs about the status of the City of Oakland plan to give each Neighborhood Crime Prevention Council (NCPC) in the City of Oakland up to \$700.00 a year for documented expenses. NSC Rose stated that it is likely that the details will be finalized sometime soon in 2016. Each NCPC will then be able to submit a request for money, which must include receipts for allowable operating expenses.

SCM Rohr asked if MSIC had begun paying for the use of the meeting room at the Montclair Presbyterian Church. It was decided in the past that MSIC would at some point begin paying something for use of the meeting room.

Chairperson Winters stated that MSIC has not been paying anything yet but that the Steering Committee would need to consider doing so this year.

Secretary Vigilante recommended that the Church be paid an amount to be determined by the Steering Committee at a future meeting from the City of Oakland NCPC money after that money becomes available to the MSIC. There was a consensus of agreement among SCMs without any objections that this was a good idea, and that the Church should be paid something for the use of the meeting room.

2. Approval of Minutes from the January 7, 2016 Steering Committee Meeting:

Secretary Vigilante stated that he had distributed the draft minutes to the Steering Committee via e-mail in January and had received feedback from SCM Klezmer about OPD priorities which he had incorporated in the January 7 minutes submitted for approval.

Chairperson Winters made a motion to accept the minutes. The motion was seconded. The draft minutes, as revised, were accepted as complete and accurate by all SCMs.

Secretary Vigilante stated that he will be out of town from March 28 through April 19, 2016 and that someone will need to take notes at the next MSIC Meeting on April 7, 2016 for the minutes.

Vice Chairperson Tigges volunteered to take notes at the April 7, 2016 MSIC Meeting to be used for the preparation of the Meeting minutes.

3. OPD Priorities To Present to Community Resources Officer (CRO), Kristine Jurgens-Duenas:

Chairperson Winters opened the discussion on this agenda item by noting that the MSIC had submitted three OPD Priorities to Community Resource Officer (CRO) Kristine Jurgens-Duenas in January 2016 and had not received any status reports from CRO Jurgens-Duenas. CRO Jurgens-Duenas was not present at this meeting to update the Steering Committee. Further, it was unclear whether CRO Jurgens-Duenas understood that the Steering Committee desires her to attend MSIC Steering Committee Meetings and Public Meetings if she is available. Chairperson Winters stated that this is not a complaint about CRO Jurgens-Duenas. Rather, it is an area that requires clarification. It is understood that CRO Jurgens-Duenas may not be able to attend all the meetings, but that as a minimum the Steering Committee should receive regular updates on the OPD Priorities submitted to CRO Jurgens-Duenas.

Secretary Vigilante recommended that NSC Rose discuss the matter with CRO Jurgens-Duenas to clarify understandings and expectations, and to provide reports to the MSIC Steering Committee on the status of pending OPD Priorities when CRO Jurgens-Duenas is unavailable to attend MSIC Meetings. Later during the meeting, Secretary Vigilante also recommended that Ms. Maxson assist in this area, and Ms. Maxson agreed to help. This has been done successfully in the past to support communication and collaboration between the CRO (formerly PSO) and the MSIC.

Secretary Vigilante recommended that MSIC continue with the same OPD Priorities submitted in January, and request that CRO Jurgens-Duenas provide a status report on them at the next MSIC Meeting. There was a consensus of agreement among SCMs without any objections that this was acceptable.

SCM Kaiser recommended that CRO Jurgens-Duenas be placed at the top of all meeting agendas to expedite her presentation and allow her the flexibility to return to field duty if she needs to do so. There was a consensus of agreement among SCMs without any objections that this was acceptable plan of action.

4. MSIC Committee Plans and Calendars:

Chairperson Winters stated that most of the Committees have met since the last Steering Committee Meeting on January 7, 2016, and some have submitted Committee Reports with proposals and Committee activity updates.

(Council Operation Committee)

On February 26, 2016, Secretary Vigilante submitted a Report for the Council Operations Committee to all SCMs which included a proposal to issue a notice of elections and solicitation of applications by March 5, 2016 for the upcoming annual

MSIC elections to be held on May 5, 2016, as well as an action plan to conduct the elections on May 5, 2016 using range voting in the same manner it was utilized last year (2015). The proposals originated from the Committee's first meeting held on February 8, 2016.

SCM Kaiser provided SCMs with copies of the range voting/rating ballot and ballot instructions, along with a copy of the application form contained on the MSIC website used for the elections last year (2015). She recommended that the same voting/rating ballot format, ballot instructions, and application form be used for the SCM elections in 2016.

SCM Kaiser recommended a bylaws change from one-year terms to two-year terms for all SCM positions, and not using the annual election requirement in the second year of two-year terms.

NSC Rose stated that elections must be held annually for all Steering Committee positions in accordance with the City of Oakland rules for NCPs. Therefore, SCM Kaiser's recommendation is not feasible. NSC Rose stated that there has been discussion at the City of Oakland about revising the rules in the future.

SCM Havassy expressed frustration that MSIC was using a complex range voting and election process and indicated that she might not run for re-election because of it. She felt that MSIC should return to the simple majority voting process which was used by the Steering Committee prior to the 2015 elections.

NSC Rose stated that she would not be able to help us count the votes using the range voting process, but she would be able to help us count votes with a "yes" or "no" (majority) voting process.

Several SCMs felt that due to the complexity and concerns about the range voting process, it would be necessary to bring back the League of Women Voters (LWV) to oversee the election as was done last year (2015).

Aside from SCM Havassy's concerns noted above, no other SCMs expressed any concerns or offered any recommendations regarding: (a) issuance of the election notice and solicitation of applications by March 5, 2016 as proposed; (b) usage of the 2015 range voting/rating ballot format and ballot instructions, along with the application form from the MSIC website, for elections in 2016 as proposed; and (c) conducting the elections at the May 5, 2016 Public Meeting using the same range voting process utilized in 2015 including LWV oversight of the election as proposed.

(Crime and Traffic Safety Committee)

On February 26, 2016, Secretary Vigilante submitted a Report for the Crime and Traffic Safety Committee to all SCMs regarding a project idea for "smash and grab" signage to be placed on parking meters in Montclair Village to alert patrons to remove all valuables

from their vehicles, and to call the OPD non-emergency number if they see anyone casing vehicles. The plan for this project idea originated from the Committee's first meeting held on February 10, 2016. Once all the details for the project are finalized, it would be presented at a future Steering Committee meeting for review.

No SCMs expressed any concerns or offered any recommendations regarding this project idea as proposed.

(Fire Safety And Emergency Preparedness Committee)

On March 1, 2016, SCM Mosher submitted a Report for the Fire Safety and Emergency Preparedness Committee to all SCMs which identified and prioritized ten high and medium priority projects for MSIC to work on, including a project and progress summary on each one.

No SCMs expressed any concerns or offered any recommendations regarding the Report and the recommendations as proposed and the activities of the Committee.

(Block Level Organizing/Montclair Organized Neighborhoods-MONS Committee)

On March 1, 2016, SCM Mosher submitted a Report for the Block Level Organizing/MONS Committee to all SCMs which noted that the Committee has been working with the Piedmont Pines Neighborhood Association (PPNA) to obtain 100% organized neighborhoods in the PPNA area, and a proposal to expand the use of those organizing techniques to areas within MSIC's boundaries outside the PPNA area. It was recommended that additional SCMs join this Committee to help out in this effort.

No SCMs expressed any concerns or offered any recommendations regarding the Report and the recommendations as proposed and the activities of the Committee.

(Communications Committee)

Chairperson Winters stated that the Communications Committee has met a couple of times since January and is working on proposals and changes to be submitted a future Steering Committee Meetings.

No SCMs expressed any concerns or offered any recommendations regarding the Report and the recommendations and activities of the Committee.

(April MSIC Meeting)

There was discussion among SCM regarding whether or not the April MSIC Meeting was a Steering Committee or a Public Meeting.

Secretary Vigilante stated that the meeting schedule on the MSIC website reflects that the April Meeting is a Steering Committee meeting. It will need to be corrected if it is

wrong, or if the meeting is changed from a Steering Committee Meeting to a Public Meeting.

Chairperson Winters stated that the meeting schedule notation on the website is in error and it will need to be corrected to reflect that the April Meeting is a Public Meeting. The Steering Committee will need to discuss and decide on agenda topics.

Chairperson Winters stated that Councilmember Campbell-Washington's office was ready to proceed on the topic regarding the "Park Like Your Life Depends On It" or Oakland Hills Emergency Access Project (the topic has been styled both ways), as initially discussed at the January 7, 2016 Steering Committee Meeting.

There was a general consensus of agreement among SCMs without any objections that the April meeting should be a Public Meeting, and the above topic should centerpiece for the April Meeting.

Chairperson Winters asked if there were any other items which the Steering Committee wanted on the April meeting agenda.

SCM Klezmer recommended that there be a presentation of the different Earth Day (April 22, 2016) events that will occur in the Montclair area in April so residents will know about them and participate in them. MSIC should also consider sponsoring or co-sponsoring one event.

SCM Swafford, also Executive Director of the Montclair Village Association (MVA), stated that the MVA would be sponsoring the clean-up at the Montclair Park. He suggested that MSIC help out with the clean-up and with the BBQ afterwards.

SCM Klezmer stated that Friends of Sausal Creek are quite active in Earth Day events and information about those events could also be presented at the April Meeting. He recommended that the Special Projects Committee (which includes beautification) discuss and consider ideas for an MSIC sponsored clean-up event.

There were also suggestions from SCMs that the upcoming April CORE Emergency Drill Exercise also be included in the Earth Day events presentation to encourage participation in the CORE event.

There was a consensus of agreement among SCMs without any objections that the above four ideas should be incorporated into a presentation about upcoming Earth Day activities and include the CORE event.

Chairperson Winters stated that the remaining items on the April meeting agenda would be the regular items, such as Approval of Minutes, Report From CRO Jurgens-Duenas, MSIC Committee Reports and Project Updates, and Open Forum.

There was a consensus of agreement among all the SCMs without any objections that the regular items were acceptable for the agenda.

SCM Kaiser recommended placing the Open Forum segment at the beginning of the April meeting agenda.

Chairperson Winters preferred placing the Open Forum at the end of the meeting.

(May Public Meeting)

Chairperson Winters stated that MSIC also needs a presentation topic for the May meeting, in addition to the annual elections which will be conducted at this meeting.

There was discussion among SCMs about having a presentation about the proposed Federal Emergency Management Agency (FEMA) grant for fire safety and removal of Eucalyptus trees in the Oakland Hills.

SCM Kaiser stated that this is contentious subject-matter and when it was discussed at the January PPNA annual meeting, a few people from outside our area were disruptive outside the meeting site. We would not want that at the MSIC meeting.

There was a consensus of agreement among SCMs with SCM Kaiser's statement.

SCM Havassy recommended that the MSIC ask the Save Our Skies – East Bay (SOS-EB) group to speak at the May meeting regarding the increase in airplane noise in Montclair, and the group's continuing efforts to correct that problem.

There was a consensus of agreement among all the SCMs without any objections that this item be the presentation topic for the May meeting. SCM Havassy was tasked to coordinate with the SOS-EB Group to have them make a ten minute presentation at the meeting.

(Volunteer Park Patrol)

Ms. Maxson stated that the City of Oakland has established and will soon implement a Volunteer Park Patrol Program for Oakland's Parks. Volunteers will act as Ambassadors at the Parks to observe, answer questions and help people at the Parks, and report on problems and issues that may exist or occur at the Parks. Training will be offered soon for those who will serve as Park Volunteers. Anyone interested in serving as a Patrol Volunteer should contact Ms. Nayeli Maxson at nmaxson@oaklandnet.com.

(Citizens' Police Academy)

NSC Rose stated that OPD will offer the Citizens' Police Academy training class starting on April 11 through June 6, 2016 at Eastmont Police Station. The first and last class

(April 11 and June 6) will be on Monday evening and the rest of the classes will be on Tuesday evening (April 19 - May 31). All classes will be held from 6:00 p.m. to 9:00 p.m. If anyone is interested in attending the training, please contact NSC Rose at prose@oaklandnet.com for more information, and for an application form which must be completed and submitted in advance.

(Montclair Village Report)

SCM Swafford (also Executive Director of the MVA) reported that the annual Montclair Restaurant Walk will occur on April 19, 2016, from 6:00 p.m. to 8:30 p.m. Tickets will be available for purchase at establishments in Montclair Village starting March 16, 2016. SCM Swafford encouraged SCMs and residents to help sell tickets and to participate in the event. Selling tickets can help MSIC do some fundraising because a portion of the money raised from ticket sales can be donated to the organization selling the tickets or to a good cause. MSIC has helped out in the past and raised money from ticket sales.

Secretary Vigilante stated that in 2010, he and former Board Member Laurel Strand sold about 60 tickets each, and a portion of the amount raised came back to MSIC and was donated to the Teen Power Center at the Montclair Recreation Center.

SCM Swafford stated that it is now likely that Starbucks Coffee will move into the vacant store at the corner of La Salle and Mountain which is bigger than the current location of Starbucks Coffee on Mountain across from Antioch Court.

SCM Swafford stated that the A.G. Ferrari Store, 6119 La Salle, has made changes to the delicatessen and restaurant area. He encouraged everyone to check out the changes that have occurred at the Store.

Inasmuch as all agenda items were now completed, Chairperson Winters adjourned the meeting at approximately 8:25 p.m.

Nick Vigilante

Nick Vigilante
MSIC Recording Secretary