



CITY OF NOVATO
CALIFORNIA

POLICE ADVISORY AND REVIEW BOARD MEETING

Agenda

Thursday, November 6, 2025 – 5:30 PM

City Council Chambers, 901 Sherman Ave.

Board Chair

William Palmini

Vice Chair

Travis Carroll

Board Members

Bruce Bartel

Frank Drouillard

Sandra Marker

Bruce Ritter

Tim Van Raam

The Police Advisory & Review Board welcomes you to attend its meetings which are regularly scheduled four times per year. Your interest is encouraged and appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (415) 899-8986. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting. The Police Advisory and Review Board may discuss and/or take action on any or all of the items listed on the agenda irrespective of how the agenda items are described.

Public Participation/Comment Instructions

Members of the public may participate and provide comments to the Police Advisory & Review Board as follows:

- **Written public comments** may be submitted by email to hr@novato.org. Written public comments received more than 3 hours prior to the start of the meeting will be distributed to the Police Advisory & Review Board. Written public comments received after the 3-hour deadline, including those received during and after the meeting, will be collected and placed in the public record. Written public comments will not be read during the meeting.

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF FINAL AGENDA

C. PUBLIC COMMENT

There is a three-minute time limit to speak, although the Chair may shorten the time based on the number or speakers or other factors. A speaker may not yield their time to another speaker.

For issues raised during Public Comment that are not on the published agenda, except as otherwise proved under the Ralph M. Brown Act, no action can legally be taken. The PARB may direct that the item be referred to Human Resources for action or may schedule the item on a subsequent agenda.

D. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single vote of the PARB. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any PARB member may remove an item from the Consent Calendar and place it under General Business for discussion.

D.1. Approve the meeting minutes of August 7, 2025

E. UNFINISHED AND OTHER BUSINESS

F. GENERAL BUSINESS

F.1. Board Member Discussion of PARB

F.2. Receive a Presentation on S.A.F.E.

F.3. Receive a Presentation on Axon

F.4. Review of Department Activity and All Citizen Complaints Filed Since Last Meeting

G. BOARD AND LIASION REPORTS

G.1. Board Member Reports

G.2. Staff Liaison Report

H. ADJOURNMENT

If urgent matters arise after the publication of the regular agenda, there will be an addendum. It will be posted at the referenced locations mentioned in the Affidavit of Posting before the meeting begins.

Materials that are submitted to members of the PARB after the distribution of the agenda packet are available for public inspection in the City Clerk's Office, located at 922 Machin Avenue during normal business hours. Such materials shall also be made available on the City of Novato website at novato.org when practical and provided that City staff is able to post those documents prior to the meeting. Also, when non-confidential

written materials are distributed to members of the PARB during a public meeting by staff or a member of the PARB, copies shall be made available to members of the public following that meeting.

AFFIDAVIT OF POSTING

I, Greg Canfield, certify that on Monday, November 3, 2025, the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website at novato.org.

/Greg Canfield/

Greg Canfield, Human Resources Analyst



CITY OF NOVATO
CALIFORNIA

POLICE ADVISORY AND REVIEW BOARD

DRAFT MEETING MINUTES

Thursday, August 7, 2025
5:30 PM

Council Chambers, 901 Sherman Ave.

A. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Board Member, Frank Drouillard.

ROLL CALL: Present: William Palmini, Board Chair
Bruce Bartel, Board Member
Frank Drouillard, Board Member
Sandra Marker, Board Member
Bruce Ritter, Board Member
Tim Van Raam, Board Member

Staff Present: Eva Hilliard, Chief People Officer
Jim Naugle, Police Chief
Jim Correa, Police Captain
Sasha D'Amico, Police Captain
Alan Bates, Police Lieutenant
Nick Frey, Police Lieutenant
Wes Carroll, Police Sergeant
Sean Sinnott, Police Sergeant
Thomas Lyons, Fire Mitigation Ranger
Greg Canfield, HR Analyst

Absent: Travis Carroll, Board Vice Chair

B. APPROVAL OF FINAL AGENDA

Board Action: Upon motion by Board Member Bartel and seconded by Board Member Ritter, the Board voted 6-0 to approve the final agenda.

AYES: Palmini, Bartel, Drouillard, Marker, Ritter, Van Raam
NOES: None
ABSTAIN: None
ABSENT: Carroll

C. PUBLIC COMMENT

None

D. CONSENT CALENDAR

D.1. Approve the meeting minutes from May 1, 2025

Board Action: Upon motion by Board Member Ritter and seconded by Board Member Van Raam, the Board voted 6-0 to approve the meeting minutes from May 1, 2025.

AYES: Palmini, Bartel, Drouillard, Marker, Ritter, Van Raam
NOES: None
ABSTAIN: None
ABSENT: Carroll

E. UNFINISHED AND OTHER BUSINESS

There was no unfinished or other business.

F. GENERAL BUSINESS

F.1. Welcome New Board Member

HR Analyst Greg Canfield provided to new Board Member, Tim Van Raam, the Oath of Office and the Police Advisory and Review Board Member Confidentiality Agreement to read, review and sign. Both signed documents were collected and will be kept in the Human Resources office. Newly appointed Board Member Van Raam was welcomed and provided a brief introduction of himself.

PUBLIC COMMENT:

None

F.2. Receive a Presentation from the Novato PD Drone Team

Lieutenant Nick Frey and Sergeant Sean Sinnott provided an overview of the Novato Police Department's Unmanned Aerial Systems (UAS) program. The presentation covered NPD Policy 613, which governs drone usage to protect lives and property in accordance with constitutional and privacy rights, as well as FAA regulations.

The presenters outlined FAA certification requirements for NPD pilots, ongoing quarterly training, and operational limitations, including weather restrictions, population density considerations, and flight path restrictions. They reviewed the program's applications, such as assisting in missing persons cases, in-progress crimes, SWAT operations, and crime scene investigations, as well as its capabilities including livestream video, still

photography, infrared imaging, loudspeaker use, and strobe/spotlight functionality.

Future program developments, including the potential adoption of a “Drone as First Responder” model, were discussed, along with associated costs and compliance considerations.

The presentation concluded with a live drone demonstration conducted by Fire Mitigation Ranger Thomas Lyons.

Board Members Bartel, Drouillard, Marker, Ritter and Van Raam provided Lieutenant Frey and Sergeant Sinnott with questions and comments. Lieutenant Frey, Sergeant Sinnott, and Chief Naugle responded to all questions.

PUBLIC COMMENT:

None

F.3. Receive a Presentation from the Fire Mitigation Ranger

Fire Mitigation Ranger Thomas Lyons provided an overview of his role and responsibilities within the Novato Police Department and Novato Fire District. He shared his background, including service with the Novato Response Team, establishing the Homeless Liaison position, and selection as the City’s first Fire Mitigation Ranger in July 2023.

Lyons described the expanded jurisdiction of the position to cover both incorporated and unincorporated areas of the Novato Fire District. Key responsibilities include patrolling fuel breaks for fire hazard prevention, educating the public in wildfire prone areas, and collaborating with the Novato Fire District on arson investigations.

The program is funded through Measure C, a 10-year parcel tax supporting the Marin Wildfire Prevention Authority’s multi-jurisdictional wildfire prevention and mitigation efforts. Services funded include vegetation management, wildfire detection, evacuation planning, public education, defensible space evaluations, and targeted prevention initiatives.

Lyons reviewed numerous local wildfire prevention projects, such as prescribed burns, fuel abatement, eucalyptus removal and revegetation, shaded fuel breaks, evacuation route improvements, and public education programs.

Board Members Bartel, Drouillard, Marker, and Board Chair Palmini provided Fire Mitigation Ranger Lyons with questions and comments. Fire Mitigation Ranger Lyons responded to all questions.

PUBLIC COMMENT:

None

F.4. Review of Department Activity and All Citizen Complaints Filed Since Last Meeting

Chief Naugle reported on recent department activities, noting that on July 30, 2025, the department held a promotional ceremony for Sergeant Dustin Roderick and Corporal Laura Houser. He highlighted the August 5, 2025, National Night Out event, which remains one of the department's most significant community gatherings and was hosted in collaboration with numerous public safety and community partners.

He provided an overview of recent community outreach efforts, including school visits, participation in local festivals, public safety presentations, and joint events with partner agencies. Chief Naugle also shared a summary of upcoming outreach events scheduled through October, aimed at maintaining strong community connections.

As part of the Agenda Packet, the Board was provided with a newly created complaint spreadsheet, which provided a breakdown of the department complaints since last meeting. There was a total of seven complaints received. Five have been completed and were determined to be either unfounded or the involved personnel exonerated, and two remain in process.

Board Members Marker, Ritter, Van Raam and Board Chair Palmini provided Chief Naugle with questions and comments. Chief Naugle and Chief People Officer Hilliard responded to all questions.

PUBLIC COMMENT:

None

G. COMMITTEE AND LIAISON REPORTS

G.1. Board Member Reports

Board Chair Palmini had no report.

Board Vice Chair Carroll was absent.

Board Member Bartel reported that he attended the promotional ceremony for Sergeant Dustin Roderick and Corporal Laura Houser. He also attended an active shooter training hosted by the Marin County Office of Education at San Jose Middle School, noting that NPD personnel were present and did a nice job during the training.

Board Member Drouillard had no report.

Board Member Marker gauged the group's interest in holding a workshop outside of the regular meetings to explore ways the Board might become more effective. She also expressed her view that the Board's current activities might differ from how it was originally established.

Board Action: Board Member Marker made a motion for a future agenda item to review and discuss amongst the PARB members the scope and functionality of the Board under the current resolution. Board Member Ritter seconded the motion. The Board voted 6-0 to approve the motion.

AYES: Palmini, Bartel, Drouillard, Marker, Ritter, Van Raam
NOES: None
ABSTAIN: None
ABSENT: Carroll

Board Member Ritter had no report.

Board Member Van Raam had no report.

G.2. Staff Liaison Report

None

H. ADJOURNMENT

Board Member Ritter motioned to adjourn. Board Member Drouillard seconded the motion. The meeting adjourned at 7:11 p.m.



CITY OF NOVATO
CALIFORNIA

SPECIALIZED ASSISTANCE FOR EVERYONE
-SAFE-

NOVEMBER 6TH, 2025

PARB

BACKGROUND

- Approved November 2024 as a 5-year pilot partnership with Petaluma People Services Center (PPSC)
- Go-live April 1, 2025
- Mobile crisis response team of civilian Crisis Intervention Specialists & EMTs
- Focus: mental health crises, substance abuse, homelessness, and proactive outreach



ADDRESSING COMMUNITY NEEDS

- Traditional first responders utilized for non-police crises
- SAFE provides trauma-informed, compassionate care tailored to vulnerable populations
- Keeps police, fire, and paramedics available for emergencies requiring their expertise

HOW SAFE OPERATES

- Tuesday-Saturday, 8am-8pm
- Emergency calls triaged by 9-1-1 dispatch to determine appropriate responder
- Direct SAFE Team contact: 415-899-7000 for non-emergency support and outreach
- Embedded within the Police Department

KEY SERVICES DELIVERED

- Emergency response: mental health crises, addiction, homelessness interventions
- Non-emergency support: conflict resolution, welfare checks, low-level medical aid, substance abuse counseling
- Proactive outreach: building trust and early intervention to prevent crisis escalation
- Establishing and maintaining relationships with community partners



LEVERAGING BEHAVIORAL HEALTH NETWORKS

- Referrals into established continuum of care programs
- Access to existing behavioral health resources enhances client outcomes
- Collaboration ensures comprehensive support beyond immediate crisis

HIGHLIGHTS

- Over 845 calls for service since April 1, 2025
 - 6% of all calls for service
 - 26% of calls under their purview
 - 55% Housed
 - 45% Unhoused

Call Types:

- 32% Public Assists
- 27% Welfare Checks
- 16% Counseling Requests
- 11% Community Engagement / Outreach
- 8% Police / Fire Assists
- 5% Suicidal Subjects
- <1% First Aid / Bandage Care



HIGHLIGHTS

- Requests:
 - 26 Requests for NPD
 - 10 Requests for Novato Fire
- Co-Response:
 - 12% with Police
 - 3% with Novato Fire
- Diversions:
 - 3 ED Diversions
 - 6 Jail Diversions
 - 10 Ambulance Diversions
- Referrals:
 - 86 Successful connections to services



SUCCESS STORIES

- Novato Unified School District
 - Coordination – CFS, NPD, SAFE, NUSD
- Elder Support
 - Compassion and connections

LESSONS LEARNED

- Relationships and networking are paramount
- Demand for expanded coverage

QUESTIONS?



CITY OF NOVATO
CALIFORNIA

THANK YOU





CITY OF NOVATO
CALIFORNIA

ENHANCING PUBLIC SAFETY
AXON OFFICER SAFETY 10+

LT. ALAN BATES

OUR CURRENT CONTRACT

Ala Carte Plans

- Officer Safety Plan 7
 - TASERs, Body Worn Cameras, Evidence Maintenance
- Axon Interview Room
 - Integrated cameras and recording
- Axon Fleet
 - Vehicle-mounted cameras with auto-record and license plate reader integration
- Axon Air
 - Unmanned Aircraft Systems (drone) tracking and recording



CITY OF NOVATO
CALIFORNIA

THE EVOLUTION OF OFFICER SAFETY PLANS

Officer Safety Plan 7

- TASER 7 devices
- Core body camera technology
- Basic evidence management
- Standard training protocols

Officer Safety Plan 10+

- Advanced TASER 10 systems
- Unlimited cloud storage
- AI-powered analytics
- VR training integration

Maximizes officer protection while enhancing accountability and promoting community trust through transparent, modern technology.



CITY OF NOVATO
CALIFORNIA

ADVANCED BODY CAMERA & EVIDENCE INTEGRATION

Unlimited Storage

Complete body camera footage stored securely on cloud

Investigative Tools

Access to third party video platforms

Training Excellence

Integrated VR training modules

Intelligent Processing

Auto-tagging and redaction tools administrative burden by up to 40%.

Axon Fusus

Single-point incident command module (real time crime center)



CITY OF NOVATO
CALIFORNIA

ACCOUNTABILITY AND PERFORMANCE

Automated Workflows

Axon Standards automates administrative tasks to improve efficiency and accountability.

Real-Time Insights

Axon Performance dashboard provides comprehensive tracking of officer activity, and performance metrics.

Transparent Evaluation

Objective data supports performance reviews and builds community trust through accountability.



CITY OF NOVATO
CALIFORNIA

COMMUNITY ENGAGEMENT AND ENHANCEMENTS

Secure Evidence Sharing

Axon Community Request platform enables residents to submit video evidence and information securely, strengthening collaborative investigations.

Faster Response

Streamlined incident documentation and instant access to records improve response times and accelerate case resolution for the community.



CITY OF NOVATO
CALIFORNIA

COST EFFICIENCY

Bundle Savings

Save when bundling versus purchasing components separately.

Cost neutral after five years despite significant hard/software improvements.

Long-Term Value

Investment reduces costly liability claims, litigation expenses, and recruitment costs from improved retention.



CITY OF NOVATO
CALIFORNIA

WHY NOW?

Current Ala Carte Plans

- Officer Safety Plan 7
Expires 2026
- Axon Interview Room
Expires 2026
- Axon Fleet
Expires 2027
- Axon Air
Expires 2028

Proposed Plan

- Officer Safety Plan 10+
2026 - 2031

Significant cost increases begin in 2026



CITY OF NOVATO
CALIFORNIA

QUESTIONS?



CITY OF NOVATO
CALIFORNIA

THANK YOU



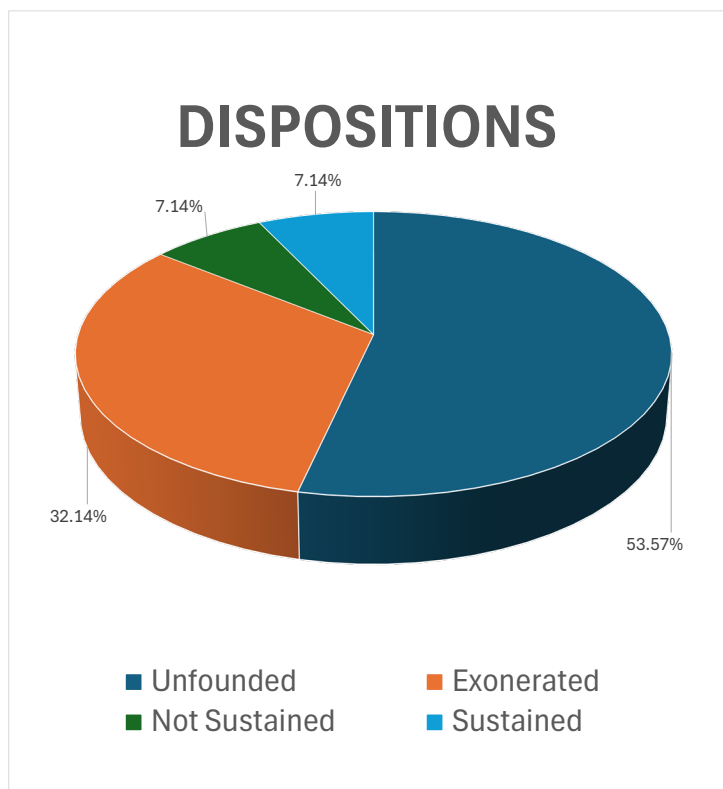
COMPLAINT BREAKDOWN - FEBRUARY 2025 MEETING					
RECEIVED	COMPLETED	# OF DAYS	COMPLAINT	# OF PERSONNEL	DISPOSITION
8/22/2024	10/10/2024	49	Harassment	1	Unfounded
9/3/2024	10/22/2024	49	Improper Handling of Records Requests and Complaints	1	Exonerated
9/8/2024	10/22/2024	44	Use of Authority for Personal Favor	1	Unfounded
9/10/2024	10/22/2024	42	Failure to Disclose Use of Force	2	Unfounded
9/11/2024	10/22/2024	41	Public Records Act - Not Releasing, Failure to Care for Arrestee	5	Exonerated
9/12/2024	10/22/2024	40	Discourtesy, Refusal of Personell Complaints	1	Exonerated
9/30/2024	11/6/2024	37	Bias, Improper Use of Wrap and Spit Mask, Excessive Force, Failure to Care for Arrestee During Transport	13	Exonerated
10/1/2024	11/6/2024	36	Intimidate Community Member Recording Officer	1	Unfounded
10/2/2024	11/6/2024	35	Violation of Law - Stalking	1	Unfounded

COMPLAINT BREAKDOWN - MAY 2025 MEETING					
RECEIVED	COMPLETED	# OF DAYS	COMPLAINT	# OF PERSONNEL	DISPOSITION
1/26/2025	4/14/2025	78	Unprofessional Behavior	4	Unfounded
2/26/2025	4/22/2025	55	Falsely Arrested	1	Exonerated
3/10/2025	4/23/2025	44	Retaliation	1	Unfounded
3/20/2025	4/24/2025	35	Harassment	1	Unfounded
3/20/2025	4/23/2025	34	Unprofessional Behavior	2	Unfounded
3/20/2025	4/23/2025	34	Unsafe Driving, Unprofessional Behavior	3	Unfounded
4/2/2025	10/23/2025	204	Sexual Harrassment, Insubordination, Honesty	1	Sustained-Insubordination
4/14/2025	4/23/2025	9	Intimidation Without Legal Basis	1	Exonerated

COMPLAINT BREAKDOWN - AUGUST 2025 MEETING					
RECEIVED	COMPLETED	# OF DAYS	COMPLAINT	# OF PERSONNEL	DISPOSITION
5/9/2025	5/13/2025	4	Unprofessional Behavior, Improper Criminal Procedure	2	Exonerated
5/20/2025	5/29/2025	9	Unlawful Arrest, Bias, Inaccurate Reporting	2	Unfounded
5/25/2025	5/28/2025	3	Unlawful Use of Force	1	Exonerated
7/8/2025	8/4/2025	27	Loss of Property, Excessive Force	1	Unfounded
7/24/2025	8/19/2025	26	False Arrest, Excessive Force	6	Unfounded
7/29/2025	8/4/2025	6	Standards of Conduct	1	Unfounded
8/1/2025	8/21/2025	20	Performance of Duties	2	Sustained for 1/ Not

COMPLAINT BREAKDOWN - NOVEMBER 2025 MEETING					
RECEIVED	COMPLETED	# OF DAYS	COMPLAINT	# OF PERSONNEL	DISPOSITION
8/14/2025	8/19/2025	5	Bias	1	Unfounded
8/18/2025	8/21/2025	3	Bias	1	Not Sustained
10/17/2025	10/22/2025	5	Unprofessional Behavior	1	Exonerated

2025 PARB MEETING STATISTICS			
TOTAL COMPLAINTS	AVERAGE # OF DAYS FROM COMPLAINT TO DISPOSITION		
27	36.1	Unfounded	53.57%
		Exonerated	32.14%
		Not Sustained	7.14%
		Sustained	7.14%



Dear Chair and Members of the Police Advisory and Review Board,

I'm unable to attend the Board meeting tomorrow, November 6, but I would appreciate the Board's consideration of the following questions and concerns regarding the homeless encampment area in Hamilton, particularly behind the Hamilton Skatepark:

1. New encampments and "red-tagging." It's my understanding that Officer Lyons has authority to red tag new encampments. There are multiple new encampments behind the Hamilton Skatepark parking lot that appear to be growing, along with visible trash accumulation. Why are these encampments being allowed to remain in place?
2. Overnight parking enforcement. Several vehicles are parking overnight in the lot, which signage says is prohibited by ordinance. Many appear to have expired or missing registration. Is enforcement occurring in this area, and if so, how frequently?
3. Current population estimate. Is there an estimate of how many unhoused individuals are currently living behind the skatepark?
4. Activity on Ammo Hill. There are reports of people living in the abandoned buildings up on Ammo Hill. As this is believed to be federal land, is there a plan or coordination with federal authorities to address this?
5. Trail safety and response standards. On a personal note, I no longer feel safe walking the nearby trails. A friend was recently harassed while running. When she called the police, she was told nothing could be done unless there was physical contact. Is this an accurate reflection of current response standards for harassment on public trails? If not, what should community members expect, and how should incidents be reported to ensure an appropriate response?

I would welcome the opportunity to speak directly with Officer Lyons. I've left him a voicemail and am awaiting a call back; if possible, please share my contact information and help facilitate a conversation.

Thank you for your time and for placing these questions into the record for tomorrow's meeting.

Sincerely,

Meghan [REDACTED]

[REDACTED]