

**CENTRAL MARIN POLICE COUNCIL**

CENTRAL MARIN POLICE AUTHORITY BUILDING  
250 DOHERTY DRIVE  
LARKSPUR, CA 94939  
ON  
THURSDAY, AUGUST 12, 2021

VIA TELECONFERENCE  
AT 6:00 P.M.

**REGULAR MEETING MINUTES**

*Due to Coronavirus (COVID-19), the August 12, 2021, special Police Council meeting will occur via teleconference only. All Councilmember will be calling in to the meeting, and residents are urged to follow the orders issued by the Marin County Public Health Officer and Governor and attend the meeting remotely as well. As allowed under the Governor’s Executive Order N-29-20 (March 17, 2020), during the duration of the COVID emergency the Central Marin Police Authority will no longer offer an in-person meeting location for the public to attend.*

*Members of the public may view and participate in the meeting remotely through the following*

*Zoom link: <https://tinyurl.com/y5lo7u9g>*

*(No Pre-Registration Needed- Click on Link at Meeting Start Time)*

*You may call in using: 1 (408) 638-0968 (Zoom webinar ID: 990 3431 0040)*

*Or iPhone one-tap: +14086380968, 99034310040#*

*You may submit public comment remotely by 1. Emailing [PublicComment@tcmmail.org](mailto:PublicComment@tcmmail.org) prior to 4:00 P.M. on the day of the meeting. Comments received prior to 4:00 P.M. on the day of the meeting will be distributed to the entire Police Council and made available in the online agenda packet. 2. Emailing [PublicComment@tcmmail.org](mailto:PublicComment@tcmmail.org) during the meeting. Please make sure you indicate the item number to which your comment is related, or whether it is for the General Public Comment period at the beginning of the meeting. Your comment will be read verbatim, however words including profanity, obscenity, and discriminatory language will not be read into the record in order to avoid disruption of the meeting. Your comment is subject to the same 3-minute limit as in-person spoken comments. 3. Registering for the meeting at the link above and selecting the “Raise Hand” icon during the meeting to provide public comment verbally when recognized by the Clerk at the appointed time.*

*Anyone with a disability needing further assistance with public comment should contact the Clerk at least 2 hours before the beginning of the meeting to make alternative arrangements at [rvaughn@tcmmail.org](mailto:rvaughn@tcmmail.org) or 415-927-5050.*

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**ROLL CALL**

The Central Marin Police Council Regular Meeting was called to order at 6:00 p.m. by Council Chair Greene.

**COUNCIL MEMBERS PRESENT:**

Ford Greene, Chair/Council Member, Town of San Anselmo  
Bob Ravasio, Vice Chair/Council Member, Town of Corte Madera  
Fred Casissa, Council Member (Alternate), Town of Corte Madera  
Kevin Haroff, Council Member, City of Larkspur  
Alexis Fineman, Council Member (Alternate), Town of San Anselmo

**COUNCIL MEMBERS ABSENT:**

Catherine Way, Council Member, City of Larkspur

**STAFF PRESENT:**

Todd Cusimano, Corte Madera Town Manager  
Dave Donery, San Anselmo Town Manager  
Dan Schwarz, Larkspur City Manager  
Michael Norton, Chief of Police  
Hamid Khalili, Captain  
Cathy Orme, Finance Manager  
Janet Thiessen, Human Resource Manager  
Zaneta Feleo, Police Council Clerk

**STAFF ABSENT:**

None

**OPEN TIME FOR PUBLIC EXPRESSION**

Council Chair Greene asked if any members of the public would like to address the Council, and there were no speakers or mailed in comments.

**REPORTS AND COMMENTS**

**A. COUNCIL MEMBERS**

There were no reports or comments.

**B. MANAGEMENT COMMITTEE**

85 There were no reports or comments.

86

87 **C. CHIEF'S COMMENTS**

88

89 Police Chief Norton reported on seeing things getting back to normal in terms of traffic  
90 patterns, traffic enforcement and crime, especially retail crime at the bigger shopping centers  
91 which CMPA has a greater presence to deter. Schools are also going back in session next week  
92 as well.

93

94 **CONSENT CALENDAR**

95

96 **A. Approval of Minutes: May 13, 2021**

97 **B. Acknowledge Central Marin Police Authority's Warrant List – April 1, 2021, to June**  
98 **30, 2021**

99 **C. Acknowledge staff report regarding Insurance Fund activity - April 1, 2021 to June**  
100 **30, 2021**

101 **D. Resolution No. 2021/09 – Police Vehicle Purchase**

102 **E. Resolution No. 2021/10 - Authorizing the Management Committee to amend the**  
103 **Human Resources Manager salary range**

104 **F. Resolution No. 2021/11 – Authorizing the Management Committee to execute the**  
105 **third amendment to the employment agreement with Police Chief Michael Norton**

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107 Council Chair Greene opened the public comment period and confirmed there was no one  
108 wishing to remove items and there were no public comments.

109

110 ACTION: It was M/S/C (Ravasio/Casissa) to approve Consent Calendar Items A, B, C, D, E and F,  
111 which carried by the following vote: 5-0-1 (Ayes: Casissa, Haroff, Fineman, Ravasio and Greene;  
112 Noes: None; Absent: Way).

113

114 **BUSINESS ITEMS**

115 **A. Resolution No. 2021/12 – MANAGEMENT COMMITTEE SEEKS AUTHORIZATION TO**  
116 **ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE AUTHORITY AND**  
117 **THE CENTRAL MARIN POLICE OFFICERS' ASSOCIATION**

118 *Recommendation: that Council receives presentation, discusses, and approves Resolution*  
119 *2021/12.*

120

121 Dave Donery, San Anselmo Town Manager, introduced the matter and said the MOU with the  
122 CMPOA expired on June 30, 2021 and the Management Team led by Janet Thiessen, Human  
123 Resource Manager has been in negotiations with the CMPOA on a successor MOU.

124

125 Janet Thiessen, Human Resource Manager, reported holding several meetings with  
126 representatives from the CMPOA regarding terms for a successor MOU. During negotiations,  
127 they specifically focused on keeping salaries competitive, keeping salary increases to no more  
128 than 3% per year, and agreeing to an MOU that would make sense to economies given they are  
129 still in the pandemic. She then described the terms negotiated, wherein agreement was  
130 reached for a 3-year contract that results in a 2% COLA for FY 2021/22 and a 3% COLA for FY  
131 2022/23 and 2023/24. Year 1 costs will be an increase of \$106,800; Year 2 of \$160,200; and  
132 Year 3 of \$160,200.

133  
134 They also had discussion about incentive pay and agreed to no changes to current amounts in  
135 Year 1 for the positions of Detective, Motorcycle Officer and Training and Support Sergeant. For  
136 Year 2, there would be a nominal increase of \$25/month for each of the positions and in the  
137 second year they would take this up again. Year 2 costs are \$3,300 total and Year 3 costs are  
138 \$3,300. They also had miscellaneous clean-up items throughout the previous MOU, which she  
139 described as title changes, fitness incentive pay changes relating to in-home fitness equipment,  
140 single purpose footwear worn on the job, classes, on-line courses and payment for gym  
141 membership costs.

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143 Chair Greene asked and confirmed there were no questions from Council Members, and there  
144 were no public comments.

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146 ACTION: It was M/S/C (Ravasio/Greene) to approve Resolution 2021/12, which carried by the  
147 following vote: 5-0-1 (Ayes: Casissa, Haroff, Fineman, Ravasio and Greene; Noes: None; Absent:  
148 Way).

149  
150 Chair Greene commented that he frequently comes across the work of officers in his daily  
151 career and cited their professionalism and dedication, which in turn is a reflection of support  
152 from the Police Chief's and the Police Authority.

153  
154 **B. Resolution No. 2021/13 – AMENDMENT TO THE ASSIGNMENT OF A SALARY RANGE**  
155 **FOR EACH FULL-TIME POSITION OF THE CENTRAL MARIN POLICE AUTHORITY FOR**  
156 **FISCAL YEAR 2021-2022**

157 *Recommendation: that Council receives presentation, discusses, and approves Resolution*  
158 *2021/13.*

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160 Police Chief Norton gave the staff report, noting that the Police Council had recently passed a  
161 resolution in May; however, as required by Cal PERS, annual adjustments are needed to the  
162 resolution amending the salary range which he described as affecting all employees. The  
163 resolution would be effective the first full pay period in July 2021.

164  
165 Chair Greene asked and confirmed there were no questions from Council Members, and there  
166 were no public comments.

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168 ACTION: It was M/S/C (Haroff/Ravasio) to approve Resolution 2021/13, which carried by the  
169 following vote: 5-0-1 (Ayes: Casissa, Haroff, Fineman, Ravasio and Greene; Noes: None; Absent:  
170 Way).

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172 **ADJOURNMENT**

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174 Council Chair Greene adjourned the regular meeting at 6:16 p.m. to the next regular meeting  
175 on November 18, 2021 at 6:00 p.m.

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178 Lisa Harper, Minute Taker  
179 c/o Central Marin Police Council