

CENTRAL MARIN POLICE COUNCIL

SPECIAL MEETING
TO BE HELD AT
CENTRAL MARIN POLICE AUTHORITY COMMUNITY ROOM
250 DOHERTY DRIVE
LARKSPUR, CA 94939
ON
TUESDAY, JULY 12, 2016
8:00 a.m.

AGENDA

- I. **ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **OPEN TIME FOR PUBLIC EXPRESSION**

Please Note: Please confine your comments during this portion of the agenda to matters not already on this agenda. The public will be given an opportunity to speak on each agenda item at the time it is called.

- IV. **DISCUSSION**
 - a. **Discussion regarding succession planning and the selection process that the Management Committee uses for the replacement of the Chief of Police.**
- V. **ADJOURN TO CLOSED SESSION**

Adjourn to closed session regarding Public Employee Performance Evaluation – Title: Management Committee, i.e. (Corte Madera Town Manager, Larkspur Town Manager, San Anselmo Town Manager) pursuant to Government Code §54957.

Closed session regarding Public Employee Performance Evaluation – Title: Management Committee, i.e. (Corte Madera Town Manager, Larkspur Town Manager, San Anselmo Town Manager) pursuant to Government Code §54957.

The 2016 Central Marin Police Council regular meetings are scheduled to be held on February 4, June 2, September 1, and November 3, 2016 at 6p.m. in the Community Room, 250 Doherty

Drive, in Larkspur. The Central Marin Police Council holds Special Meetings throughout the year as needed.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Central Marin Police Authority Clerk at (415) 927-5150. Notification at least 48 hours prior to the meeting will enable the Authority to make reasonable accommodations to help insure accessibility to this meeting.

Any writings or documents provided to a majority of the Central Marin Police Council regarding any item on this Agenda are available during normal business hours, for public inspection at the Central Marin Police Authority, 250 Doherty Drive, Larkspur, CA. Any reports that are provided after the posting of this Agenda and prior to the meeting will be made available at this same location simultaneously as it is provided to the Police Council.

I certify that this agenda was posted on or before July 11, 2016 in full public view and access at least 24 hours prior to the Police Council meeting time in accordance with the Brown Act.

Zaneta Feleo, Authority Clerk
Central Marin Police Authority



Central Marin Police Authority
Staff Report

TO: Central Marin Police Council
FROM: Management Committee
DATE: June 28, 2016
RE: **Succession Planning and Selection Process
Chief of Police**

ACTION REQUESTED

That the Council hear the staff report, take comment, and discuss the succession planning and selection process that the Management Committee uses for the replacement of the Chief of Police.

BACKGROUND

Chief Cusimano has accepted the position of Town Manager for the Town of Corte Madera and will be leaving the position of Chief of the Central Marin Police Authority effective September 1, 2016.

At the meeting of April 21, 2016, the Management Committee announced the Chief's resignation and suggested that an item be agendaized at the June meeting to talk about succession planning and the selection process for the Chief's replacement. That discussion was omitted from the June agenda in error, and a special meeting was called to have the discussion.

JOINT POWERS AGREEMENT

The Joint Powers Authority agreement between the Towns of Corte Madera and San Anselmo and the City of Larkspur calls out the responsibilities of the Management Committee:

Sec 5. Personnel.

5.1 Management Committee.

The management of the Authority shall be vested in the Management Committee. The three-person Management Committee shall consist of the City Manager for Larkspur, the Town Manager for Corte Madera and the Town Manager for San Anselmo. The Management



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Committee shall have the power:

a. To execute any contract up to an amount consistent with the Authority's purchasing ordinance and/or policies for capital costs of special services, equipment, materials, supplies, maintenance, or repair that involves an expenditure by the Authority within budgetary limits approved by the Police Council;

b. To approve the hiring or termination of all personnel of the Authority proposed by the Chief of Police, and to consult with and give direction to the Chief of Police regarding other significant personnel decisions;

c. To expend funds of the Authority and enter into contracts, whenever required for the immediate preservation of the public peace, health, or safety;

d. To sell any personal property of the Authority up to a value consistent with the Authority's purchasing ordinance and/or policies;

e. To authorize the settlement or compromise of damage claims against the Authority in the maximum amount provided for in the Government Code, and to recommend settlement or rejection of claims beyond said amount;

f. To represent the Authority in meet-and-confer sessions;

g. To administer the priorities and policies established by the Police Council for police services of the Authority; and

h. To perform such other duties as may be assigned by the Police Council, and to report at such times and concerning such matters as the Police Council may require.

The position of Chief of Police is referenced in the JPA Agreement at Section 5.3 Chief of Police, outlined below:

5.3 Chief Of Police.

The Chief of Police shall be appointed by and serve at the pleasure of the Management Committee. The Chief of Police shall report to the Police Council through the Management Committee.



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DISCUSSION

Pursuant to the JPA Agreement, the Management Committee has appointed Captain Michael Norton as an interim Police Chief as a first step in the process of selecting a permanent Chief. The CMPA command staff has worked hard to include succession planning in their regular order of business. Chief Cusimano indicated that either of the two Captains were ready and able to fulfill the position of interim Chief of Police, as well as the permanent position. Appointing an interim Chief of Police has the benefit of:

- Allowing the Police Council time to discuss the strengths and characteristics that they would want to see in the next Chief of Police, either at this meeting or at a future meeting, and
- An opportunity for the Management Committee to evaluate the appointed interim Chief of Police against the Council-identified strengths and characteristics, after a fixed period of time (perhaps 6 months) to determine if the fit is a good one, and
- Giving the Committee, with Council input, time to evaluate next steps on filling the position permanently.

The Management Committee would like Police Council input on these topics and will put together a plan based on the input received.

CONCLUSION

The Management Committee recommends that the Police Council discuss important traits and characteristics that they would like to see in their next Chief, and provide input to the committee on the process outlined above.

Respectfully submitted,

Debra Stutsman
Management Committee

Daniel Schwarz
Management Committee

David Bracken
Management Committee