



**CITY OF COCONUT CREEK
PUBLIC SAFETY ADVISORY BOARD MINUTES**

**Government Center
4800 West Copans Road
Coconut Creek, FL 33063**

**Date: July 29, 2019
Time: 6:00 p.m.
Meeting No. 2019-0729**

1. CALL TO ORDER

The meeting was called to order by Police Chief Albert "Butch" Arenal at 6:05 p.m.

2. PRESENT UPON ROLL CALL

Michel Chamberlain
Robert Flood
Larry Horak
Lauren Linville
Benjamin Nazario
Kevin Sattler (Alternate)

Also present: Police Chief Albert "Butch" Arenal, Police Captain Fred Hofer, Police Captain Ryan Marken, Police Lieutenant Brandi Montagnino, Police Lieutenant Scott Slavin, Fire Marshal Jeffery Gary, Police Legal Advisor Jeanette Camacho, Deputy City Attorney Kathryn Mehaffey, Senior Staff Assistant Jaimie Korstjens, and Deputy City Clerk Marianne Bowers.

3. INTRODUCTION OF BOARD MEMBERS AND STAFF

Self-introductions were made by the board members and City staff.

4. OATH OF OFFICE

The Oath of Office was administered by Deputy City Clerk Marianne Bowers.

5. ELECTION OF CHAIR AND VICE CHAIR

Police Chief Arenal opened the nominations for the position of Board Chair. Mr. Chamberlain nominated himself to serve as Chair, seconded by Mr. Sattler. With no other nominations on the floor, Mr. Chamberlain was seated as Board Chair.

Police Chief Arenal opened the nominations for Board Vice Chair. Chair Chamberlain nominated Mr. Flood to serve as Vice Chair, seconded by Mr. Horak. With no other nominations on the floor, Mr. Flood was seated as Vice Chair.

6. DISCUSSION – INTRODUCTION OF POLICE STAFF

Staff introductions were made during Agenda Item 3.

7. DISCUSSION – OVERVIEW OF THE COCONUT CREEK POLICE DEPARTMENT

Police Chief Arenal spoke about staffing and the culture of the Police Department. He commented that the department was focused on modernizing policing with the use of technology and data-driven analytics to better serve the community with proactive policing. He began a *PowerPoint* presentation and provided a brief overview of the City's history and form of government.

Police Chief Arenal stated that the Police Department received state accreditation status from the Commission for Florida Law Enforcement Accreditation, Inc. (CFA) in October 2018 and noted that only 35 percent of agencies in Florida were accredited. He spoke about the accreditation process and areas of assessment. He reviewed the organizational structure of the Police Department, including the following divisions:

- Chief of Police
- Operations Division (patrol and criminal investigations)
- Special Operations Division (community services, traffic, SET, K9, bike patrol, and SWAT)
- Support Services Division (records, telecommunications, property and evidence, and administrative services).

Police Chief Arenal provided a breakdown of the department's FY19 budget, including personnel services, operating expenses, and capital outlay. He reviewed police staffing for FY19, which included 156 full-time employees and six part-time employees. He noted that the part-time employees were School Resource Officers (SRO). He commented that the biggest staffing challenge that the Police Department faced was recruiting and hiring. He noted that the department added a crime analyst position this budget year to assist with crime mapping and data analysis for proactive policing. Chief Arenal spoke about the data collected for Repeat Calls for Service Reports and how the data is used to assign officers to help resolve recurring issues.

Police Chief Arenal spoke about the following crime prevention programs offered by the Community Services Division:

- Station Tours;
- Homeowners' Association meetings;
- Trespass Program;
- Coffee With a Cop, Pizza With the Popo, Ice Cream With a Cop;
- Project Safely Home;
- Career Day at local schools;
- Crime Spotters Neighborhood Watch;
- Residential and commercial safety surveys ;C.A.R.D. Program (Creek at Risk Resident Database);
- Document "Shred-it";
- D.A.R.E. Program - Drug Awareness Resistance Education;
- Daycare and Pre-school Safety Plan Review;
- S.A.F.E. Courses – Self-Defense Awareness Familiarization Exchange; and
- H.E.A.R.T. Program - Homeless Education Assessment Resource Team.

Police Chief Arenal discussed school safety at the public schools located within the City, including three (3) elementary schools, one (1) middle school, and three (3) high schools. He spoke about funding for SROs and note that additional SROs were added to Monarch High School, Lyons Creek Middle School, and Atlantic Technical College and High School. He advised that funding was added for a firearms and gun powder detection dog. He reviewed SRO staffing at each of the schools and noted that North

Broward Preparatory School entered into an agreement with the City to fund an SRO at the private school.

Police Chief Arenal showed a map of the city boundaries and spoke about the six (6) patrol zones within the City. He commented that the department's goal in tactical planning was to permanently assign patrol units to the each of the zones. He spoke about the department's organizational paradigm, using a contemporary business model to improve communication, serve customers, build good will equity, and exceed expectations. He explained the department's five tenets of customer service that was developed by staff.

Police Chief Arenal encouraged the board to view the Police Department social media pages, website, and crime mapping tools. He summarized recent crime statistics and noted that the City's crime rate had been steadily decreasing, as were county and state levels. He advised that the Police Department would be converting to the National Incident-Based Reporting System (NIBRS), which goes into effect in 2021, and commented that it provides a more detailed analysis of crime data. He briefly discussed the "Do The Right Thing" program and explained that it was the cornerstone of the Police Department's community policing programs designed to recognize children for their achievements in academics, athletics, or community service. Public Safety Information Officer Scotty Leamon introduced himself, and Chief Arenal spoke about his role in the department.

In response to a question from the board, Police Chief Arenal stated that the top three (3) challenges the department faced were hiring personnel, keeping up with technology, and implementing recommendations from the comprehensive analysis of police services report. Discussion ensued regarding the challenges.

8. DISCUSSION – OVERVIEW OF BOARD RESPONSIBILITIES

Police Chief Arenal discussed the responsibilities of the board and advised that he would work with the Chair to set future agendas. He highlighted the following responsibilities of the board:

- Become acquainted with the operations and activities of the Police and Fire Department;
- Foster understanding and communication between the residents and the Police and Fire Departments. Review community needs and concerns, responses relative to police and fire, and emergency medical services;
- Advise and provide support for enhanced communication and education to the community; and
- Strengthen and ensure the application of equal protection under the law.

9. COMMUNICATIONS AND REPORTS

Police Chief Arenal discussed scheduling future board meetings and stated that Ms. Korstjens would contact the board members to schedule the next meeting. He noted that Fire Marshal Jeff Gary would make a presentation at the next meeting regarding the Fire Department and commented that board could provide input on discussion items for future agendas.

10. ADJOURNMENT

The meeting was adjourned at 7:23 p.m.

Transcribed by: Jaimie Korstjens
and Marianne Bowers

Albert "Butch" Arenal
Police Chief

Date