

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES Thursday, December 9 2021 Via Teleconference

Draft

Special Closed Session Meeting

Call to Order

President Hacaj called the meeting to order at 6:02 p.m.

Roll Call

Director Chris Deppe, Director Mike Logan, Vice-President Eileen Nottoli, Director Rachelle Sherris-Watt and President Sylvia Hacaj were present.

Staff present included Interim General Manager Richard Benson, General Counsel Ann Danforth, Police Chief Mike Gancasz, and Clerk of the Board Lynelle M. Lewis.

Public Comment

None.

1. Teleconference Meetings During State of Emergency

General Counsel Danforth presented the recommended action and rationale for adopting the resolution.

- Motion by President Hacaj, seconded by Director Sherris-Watt, to adopt the resolution determining that current circumstances continue to warrant holding meetings by teleconference, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

Resolution No. 2021-21 – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Making Findings And Determining A Need To Continue Holding Remote Meetings By Teleconference.

Adjournment to Closed Session

The Board adjourned to Closed Session to consider two items.

Regular Meeting

Call to Order

President Hacaj called the meeting to order at 7:04 p.m.

Announcement from Closed Session

President Hacaj announced that the Board adjourned at 6:25 p.m. and gave direction to its negotiator.

Roll Call

Director Chris Deppe, Director Mike Logan, Vice-President Eileen Nottoli, Director Rachelle Sherris-Watt, and President Sylvia Hacaj were present.

Staff present included Interim General Manager Richard Benson, General Counsel Ann Danforth, Police Chief Mike Gancasz, Finance Director Lisa Mundis, and Clerk of the Board Lynelle M. Lewis.

Public & Consent Calendar Comments

- The following persons addressed the Board: 1) Larry Nagel, KFPD Director, wished everyone a Merry Christmas; 2) Daniell Madugo thanked the Kensington Police Department for their professional vacation watch service; and 3) A. Stevens Delk commented on the need for educating the community on the food waste program.

Consent Calendar

- Motion by President Hacaj, seconded by Director Sherris-Watt, to adopt Items 1 and 2 on the Consent Calendar, carried unanimously (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

1. Meeting Minutes for the November 11, 2021 Special and Regular Meeting.

Approved meeting minutes as presented.

2. October 2021 Financial Reports.

Received and accepted financial reports.

Discussion and Action

3. Policy & Procedure Manual.

General Counsel Ann Danforth introduced the item and highlighted changes to the draft Policy and Procedure Manual. The Board offered comments and suggested modifications for several policies in the Manual.

- Motion by President Hacaj, seconded by Director Deppe, to adopt the 2021 Policy and Procedures Manual Policy with the clarifications, corrections and additions provided by

the Board, carried unanimously (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

Resolution No. 2021-17 – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Adopting A New Policies And Procedures Manual.

4. **Board Elections.**

President Hacaj announced that it was time to elect 2022 President and Vice-President of the Kensington Police Protection and Community Services District Board of Directors to commence January 1, 2022.

- Motion by Director Sherris-Watt, seconded by President Hacaj, to elect Director Mike Logan as Vice-President of the Board for 2022, carried (4-0-1) by the following roll call vote: (AYES) Directors Deppe, Nottoli, Sherris-Watt and Hacaj; (NOES) None; and (ABSTAINED) Director Logan.
- Motion by Director Logan, seconded by Director Sherris-Watt, to elect Director Sylvia Hacaj as President of the Board for 2022, carried unanimously (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan Nottoli, Sherris-Watt and Hacaj.

Director Comments & Reports

5. **Director Comments.**

- Director Sherris-Watt thanked everyone for their hard work during the past year. She commended Chief of Police Gancasz and his staff for providing excellent service to the community.
- President Hacaj expressed her appreciation for the KPPCSD staff.

6. **General Manager Comments.**

- Interim General Manager Benson asked Chief of Police Gancasz to provide an update on police staffing. Chief Gancasz reported that 3 officers were hired (2 sworn and 1 part-time) along with part-time administrative help. Next, Interim General Manager Benson reported on efforts to begin taking reservations for the Community Center, and thanked Finance Director Mundis for her assistance in getting this accomplished. He also reported that a new temporary Administrative Assistant Rosa Ruiz had been hired and she would be helping with the Community Center reservations. In concluding, Mr. Benson reported that more information would be coming out regarding the transition to green waste collection.
- Chief of Police Gancasz provided updates on activities to ensure compliance with AB953 (The Racial and Identify Compliance Act), firearm safety efforts, and work on a Coyote Program.

Adjournment

President Hacaj adjourned the meeting at 8:12 p.m.

The next regular meeting is scheduled for Thursday, January 13, 2021.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: January 13, 2021

Richard J. Benson, Interim General Manager

Sylvia Hacaj, President of the Board

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, January 3, 2022

Via Teleconference

6:00 p.m.

Draft

Special Meeting

Call to Order [[TS 6:38](#)]

President Sylvia Hacaj called the Special Meeting to order at 6:03 p.m.

Roll Call [[TS 6:51](#)]

Director Chris Deppe, Vice-President Mike Logan, Director Eileen Nottoli, Director Rachelle Sherris-Watt and President Sylvia Hacaj were present.

Staff present included Interim General Manager Richard J. Benson, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

Public Comment [[TS 7:16](#)]

None.

Special Closed Session Meeting

1. Appointment of District Labor Negotiator, KPOA. [[TS 7:53](#)]

Interim General Manager Richard J. Benson reported that the Kensington Police Officer's Association had made a formal request to enter into contract negotiations. The recommended action is to appoint a District Labor Negotiator to negotiate with the KPOA. There was brief Board discussion about the process.

- Motion by President Hacaj, seconded by Vice-President Logan, to appoint Richard J. Benson, Interim General Manager, as District Labor Negotiator to negotiate with the Kensington Police Officers Association, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

2. Appointment of District Labor Negotiator, Chief & Lieutenant. [[TS 15:57](#)]

Interim General Manager Richard J. Benson reported that neither the Chief nor the Lieutenant of the Kensington Police Department have a formal contract with the District. In order to clarify the terms of their service, staff recommends that an employment contract be negotiated.

- Motion by President Hacaj, seconded by Vice-President Logan, to appoint Richard J. Benson, Interim General Manager, as District Labor Negotiator to negotiate with the Chief of Police and Police Lieutenant, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt and Hacaj.

Adjournment to Closed Session

Closed Session Meeting

The Board adjourned to Closed Session 6:16 p.m. to discuss two items: Conference with real property negotiators and conference with labor negotiators.

Announcement from Closed Session [[TS 1:28:56](#)]

President Hacaj announced that the Board adjourned from Closed Session at 7:24 p.m. She reported that the Board gave direction to its lead negotiator on both real property matters as well as labor matters.

Adjournment [[TS 1:29:22](#)]

President Hacaj adjourned the meeting at 7:26 p.m.

The next regular meeting is scheduled for Thursday, January 13, 2021.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: January 13, 2021

Richard J. Benson, Interim General Manager

Sylvia Hacaj, President of the Board