

Minutes

Mt. Lebanon Civic Engagement Board

Wednesday, June 5, 2024, Mt. Lebanon Municipal Building, 6 p.m.

Attendance

Present: Tim Clougherty, Noah Evans, Adam Flango, Margaret Izzo, Anna Roman, Terry Timm; Staff liaison Laura Pace Lilley; Staff liaison Julie Aquino (remote); Commission liaison Anne Swager Wilson; School Board representative Todd Hoffman (remote); Chief of Police Jason Haberman (remote); **Absent:** Kevin Brand, Kelsey Leigh, Emily West.

Call to order: Board Chair, Noah Evans called the meeting to order at 6:04 p.m. and roll call was taken.

Meeting minutes: The May minutes were approved unanimously.

Citizens Comments: No citizens comments

Guest: Chief of Police Jason Haberman – Haberman thanked the committee for their partnership with the police and gave updates on personnel changes and promotions. Haberman elaborated on the social services coordinator position, which will minimize the number of times police officers respond to high call volume residences and ensure that they deliver the correct services to those residents, alleviating burden for law enforcement officers. The position will benefit other municipal departments as well. For example, if Inspections receives a call for violations involving a hoarding situation, the social service coordinator can better help and, in some cases, utilize other organizations for additional support. We are working towards inter-governmental agreements with neighboring communities, creating a cooperative model for delivery of social services, like we do with Animal Control, enabling Mt. Lebanon to lower costs. Terry Timm asked about funding for the position, which Haberman reported has already been unanimously approved by the Commission.

The coordinator will be situated in the Community Outreach office within the police department. Timm asked about several items included in the comprehensive plan. Haberman elaborated on policy changes such as prioritizing informing and educating the public, instead of enforcing and explaining. He spoke about a traffic safety awareness campaign, PACE (Pedestrian, Automobile, Cyclist, Everyone) that seeks to minimize accidents by ensuring that everyone arrives to their destination safely. He also spoke about the department's recruitment and retention process, which emphasizes opportunity, wellness, work environment and work/life balance. Haberman also talked about the police department's cooperative relationships with groups such as the school district, Outreach and St. Clair Hospital, which encourages communication and efficient information exchange. Haberman also mentioned that the department was proud to be honored recently with The Outreach Community Partnership Award from Outreach Family & Teen Services at their annual gala.

Chairperson's Report — Noah Evans commended Mt. Lebanon Magazine for covering community groups and events. Adam Flango added that they will be staffing a table at the Lebo Pride event. Evans shared a memo to the Commission regarding budget requests for sub-committees, including Police Engagement, Residents Academy (\$500), Community Service Award (\$50), Mediation (\$1,500), Community Survey (\$30,000), and Diversity, Equity & Inclusion (\$2,000). Todd Hoffman asked about the surveys' return rate. Laura Lilley explained the pros and cons of mail, digital and in-person surveys and how a combination of both is the

best way to reach the most diverse group of people. Anna Roman made a motion to approve the memo and Flango seconded the motion, which was unanimously approved.

Memo:

To: Mt. Lebanon Commission

From: The Reverend Noah H. Evans, Chair, Community Engagement Board

Date: June 5, 2024

The Community Engagement Board has established the following sub-committees with the following charges and budget requests on June 5, 2024:

Police Engagement:

- Assist with planning and executing public relations events with the Police Department including Coffee with a Cop and meetings with community leaders.
- Advise the Police department as it adapts to meets the needs of the community and adapts to societal expectations.
- Offer advice and support to implementation of social service coordinator to Police department staff.

Residents Academy:

The CEB will continue to conduct the annual Mt. Lebanon Residents Academy. In building on previous Residents Academies, the CEB will design sessions that give Mt. Lebanon residents a better understanding of how the municipality functions. CEB members will staff each session and provide surveys to evaluate effectiveness.

Budget request: \$500 for food and materials to make the RA an inviting experience for residents.

Community Service Award:

Honors a resident who has volunteered his or her time giving back to the community in ways that make a real difference in the quality of life here and throughout the region. Advertise, select and present the award.

Budget request: \$50 for plaque

Mediations:

Conducts mediation of neighborhood disputes

Budget Request: \$1500 for training additional mediator

Community Survey:

The CEB will prioritize conducting a biennial community survey that assesses quality of life for Mt. Lebanon residents, evaluates how welcoming Mt. Lebanon is to both residents and visitors, and analyzes DEI efforts. Building on previous work by the CRB, the survey design and analysis will be done in partnership with an external consultant. The implementation will be done by the municipality. The initial survey will serve as a baseline measurement so that we have a better understanding of how Mt. Lebanon grows each year.

Budget request: \$30,000 for consulting and survey distribution

Diversity, Equity and Inclusion:

Proactively review, propose, and advance existing and new policies, ordinances, and programs to identify those that foster and/or hinder community spirit, inclusion, and belonging in the realms of housing, transit, walkability, public safety, livability, and other areas of interest, including policies related to Diversity, Equity, and Inclusion (DEI) and underrepresented groups.

- Review of ordinances and policies related to the above Mission Statement.
- Review of criteria for and possible community Certified Welcoming designation.

- Review of nonnational and national holiday participation of municipality, including MLK Day and Juneteenth, and potential proposals for municipal and committee participation in nonnational and national holidays.
- Review of promotion of public municipal events outside of community and within Allegheny County.
- Suggestion of articles for *Mt. Lebanon Magazine* related to the above Mission Statement.

Budget request: \$2,000 for costs associated with MLK and Juneteenth Events

Commission report — Anne Swager Wilson talked about the unassigned funds budget, which is unused funds that can be used on items that weren't funded in the original budget. Some examples of these items are the police social worker, tennis center maintenance, Timber Stairs between Inglewood and Gilkison, and Woodland Road sidewalks. Wilson also updated on the Rec Center plans, saying that the Commission is leaning towards the middle option of renovating the existing building which will include ADA improvements, ramp to pool improvements and relocating staff offices to incorporate natural light.

Staff Liaison — Laura Lilley talked about the new customer service kiosk located in the municipal building lobby, an effort to address the safety of the administrative staff, which is in a three-month pilot program. High School yearbook students will visit the magazine to learn how the magazine is published. Lilley reported that the magazine won 1st place in the National Association of Government Communicators (NAGC) Blue Pencil and Gold Screen Awards. The magazine also won two Golden Quill Awards, with eight nominations: The story on the police department's drone program and the multi-platform coverage of the Uptown Improvement Project. The magazine welcomes a new design team leader who will start on Monday.

Sub-Committee Reports – Residents Academy -- Lilley will reach out in September to solidify dates for the Residents Academy.

Old Business – No report.

New Business – No report

Next Meeting – Wednesday, July 3, 2024, at 6 p.m. Margaret Izzo will lead as Flango and Evans are not able to attend.

Adjournment: The meeting was adjourned at 7:01 p.m.