

Attachment A

**Phoenix City Council
Public Safety and Justice (PSJ) Subcommittee
Summary Minutes
Wednesday, October 1, 2025**

City Council Chambers
200 W. Jefferson St.
Phoenix, Ariz.

Subcommittee Members Present
Councilman Kevin Robinson, Chair
Vice Mayor Ann O'Brien
Councilwoman Betty Guardado
Councilman Jim Waring

Subcommittee Members Absent

CALL TO ORDER

Chairman Robinson called the Public Safety and Justice Subcommittee (PSJ) to order at 10:01 a.m. with Chairman Robinson, Vice Mayor O'Brien, and Councilman Waring present. Councilwoman Guardado attended virtually.

CALL TO THE PUBLIC

None.

MINUTES OF MEETINGS

1. Minutes of the Public Safety and Justice Subcommittee Meeting

Vice Mayor O'Brien made a motion to approve the minutes of the September 3, 2025, Public Safety and Justice Subcommittee meeting. Councilman Waring seconded the motion which passed unanimously, 4-0.

INFORMATION AND DISCUSSION (ITEMS 2-3)

2. Fire Department Lockbox Program Update

Assistant Fire Chief Justin Alexander presented this item.

Chief Alexander discussed the Lockbox Program which started as a pilot program in 2023 in District 1 and became a permanent program in early 2025. He shared program enhancements and highlighted the partnership with Phoenix Realtors, which has provided lockboxes free of charge to City residents to allow first responders easier entry access to households participating in the program.

Vice Mayor O'Brien thanked the Fire Department for commitment to the program and for being resourceful and collaborative to expand the program citywide.

Councilwoman Guardado shared that the program information was not available for the elderly who may speak Spanish and she asked what steps needed to be taken to ensure that the Lockbox Program information was available in Spanish.

Fire Chief Michael Duran III expressed commitment to ensuring the program's information was available in Spanish.

Councilwoman Guardado asked if Chief Duran had overseen the program since 2023.

Chief Duran confirmed he had overseen the program since it began as a pilot in 2023.

Councilwoman Guardado expressed her concern on the equity aspect of the City program for Spanish-speaking residents who may not have been able to access to this program.

Chairman Robinson asked when this program went citywide.

Chief Alexander shared that his department has been responsible for rollout of the program citywide since January 2025 once it became a permanent program.

Assistant City Manager Lori Bays clarified the Fire Department began this program in partnership with Vice Mayor Ann O'Brien's Office as a pilot program, modeled after a similar program at the City of Scottsdale. She noted this program had become permanent in January 2025. Assistant City Manager Bays explained the roll out of this program was nontraditional, and when she and Chief Duran had learned about the information not being translated, they immediately began developing and implementing a plan for Spanish translation.

Councilwoman Guardado thanked Assistant City Manager Bays for the explanation and City staff for their work.

3. Community Assistance Program (CAP) Expansion Implementation Report

Assistant Fire Chief Ray Ochoa and Community Assistance Program (CAP) Administrator DC Ernst presented this item.

Ms. Ernst shared recruitment and operational updates for CAP, noting that Behavioral Health Units (BHU) were available 24/7. Ms. Ernst highlighted Crisis Response Unit (CRU) and BHU co-response and collaboration with the Police Department and Fire Department. She also shared information on call volume and response time for CAP.

Councilwoman Guardado expressed her appreciation to City staff for their work.

Chairman Robinson asked what typically happens with individuals who are assisted by BHU or CRU.

Ms. Ernst informed that it depends on the need of the individual, which may include transportation to services or clinics, receiving help to connect with their case managers, to connect individuals to services if they were not yet receiving services, and to petition to have individuals evaluated, when needed.

Chairman Robinson thanked City staff for the presentation and work done.

INFORMATION ONLY (ITEMS 4-5)

4. Phoenix Police Department Recruitment, Hiring and Attrition Update

Information only.

Vice Mayor O'Brien made a request for year-over-year attrition data since 2020 and shared that this information was not available online further than a year ago.

Chairman Robinson highlighted that the City was receiving roughly 450 applications for the Police Department. Chairman Robinson asked how many applications the City was able to go through in a timely manner. He highlighted that getting back to applicants in a timely manner could lead to quicker processing of applications and hiring.

Assistant City Manager Bays shared that 2020 to present day year-over-year attrition data and application processing timeline information was scheduled to be shared in the next presentation in December, but could be shared in the next report, if requested by City Council.

Vice Mayor O'Brien requested that the data be shared in the next report in November.

5. Phoenix Fire Department Staffing and Response Time Update

Information only. No Councilmember requested additional information.

CALL TO THE PUBLIC

Brady Curran proposed a 60-minute training program on Parkinson's disease and other neurological issues for City Police Officers.

Dianne Barker expressed concern about Police overtime and City traffic and noise.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

Chairman Robinson adjourned the meeting at 10:39 a.m.

Respectfully submitted,
Cecilia Alcantar
Management Fellow