

Independent Civilian Advisory Commission on the Sheriff's Office

April 2, 2025

<https://www.youtube.com/watch?v=1f3Nc8Su-VM>



Item 1: Roll Call



Item 2: General Public Comment

General Public Comment – *This item is reserved for persons wishing to address the Independent Civilian Advisory Commission on a topic within the jurisdiction of the Commission but that is not on the agenda. Public comments on matters on the agenda shall be heard at the time the matter is called.*

The Commission may not discuss or take action on items not on the agenda.



Item 3: Motion to Approve Agenda



Item 4: Motion to Approve Meeting Minutes

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March 5, 2025



COUNTY OF SAN MATEO
BOARDS AND COMMISSIONS
INDEPENDENT CIVILIAN ADVISORY COMMISSION

Item 5: Discussion



Request for Presentation on Deaths in Custody from the Sheriff's Office. Seeking feedback/recommendations from the ICAC commissions on specific information requested.



Item 6: Informational Presentation



Minimum qualifications for Sheriff Government Code



Gov't Code § 24001 – residency requirement

Any appointed or elected sheriff must be a registered voter of the county in which the duties of the office are to be exercised at the time that nomination papers are issued to the person or, if appointed to the elective office to fill a vacancy, at the time of appointment.

Gov't Code § 24004.3 – experience requirement



(a) No person is eligible to become a candidate for the office of sheriff in any county unless, at the time of the final filing date for election, he or she meets one of the following criteria:

(1) An active or inactive advanced POST certificate

OR

EXPERIENCE		EDUCATION
One year of full-time, salaried law enforcement experience within the provisions of Penal Code 830.1 or 830.2, at least a portion of which shall have been accomplished within five years prior to the date of filing	AND	Master's degree from an accredited college or university
Two years	AND	Bachelor's degree
Three years	AND	Associate in arts or science, or the equivalent, from an accredited college
Four years	AND	High school diploma or the equivalent

Item 7: Motion

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Adopt Final ICAC Recommendations to the Board of Supervisors for Post-Measure A Plans



ICAC Recommendations

Transparency & Accountability Sub-Committee

Draft Presentation for the San Mateo
County Board of Supervisors

April 2, 2025

Agenda

- Introduction
- Goals
- Recommendations
- Conclusion
- Questions



Introduction

- The Independent Civilian Advisory Commission on the Sheriff's Office comprises nine commissioners.
 - Seven members and two alternates
 - First meeting was held on July 16th, and the Commission has met seven additional meetings, including a Focus Setting Retreat on January 11, 2025
 - Three areas of focus:
 - Community & Staff Engagement
 - Improving Communication Between Inmates and Families
 - **Transparency and Accountability**



Reseeding Trust

Goals – Outcome Focused

A transparent and developed plan for what post the Measure A election.

- **Clear Replacement Plan:** Establish a well-defined plan for replacing the Sheriff if necessary
- **Community Input & Engagement:** Implement a process to incorporate input in the Sheriff replacement process
- **Communication:** Ensure the replacement plan is communicated across the county
- **Board Support:** Adopt practices that will support the Board in its oversight role for the Sheriff's Office.
- **Restoring Trust:** Build a foundation to restore the trust and integrity in the Sheriff's Office



Recommendations

ICAC Recommendations

- Develop clear and transparent process to replace Sheriff if necessary
- Communicate that process to all stakeholders
- Create central accessible hub to house the above information
- Develop plan to incorporate community stakeholders into process to replace Sheriff (If we do move forward with that action)
- Appoint an inspector general to oversee the Sheriff's office.

Process to Replace the Sheriff

- Provide information regarding:
 - Eligible applicant pool
 - Proposed timeline
- Community engagement and participation
 - Surveys
 - Possible incorporation in an interview round
 - Interview Committee
 - ICAC can possibly serve in this capacity
- Centralized location for all relevant information



Leveraging Best Practices

- Process to Replace Chancellor
 - Clear replacement process
 - Search committee
 - Community member involvement
 - Finalist page
 - Info housed in one location
- Build on this process
 - Video Bios / Answering a few key questions from stakeholders

[Link](#)



**SAN MATEO COUNTY
COMMUNITY
COLLEGE DISTRICT**

Building a Path Forward

Recommendation: Inspector General for the Sheriff's Office

- Propose the appointment of an Inspector General to support and strengthen the Board in its oversight of the Sheriff's Office
- Complaint Management: Currently all complaints must be lodged with the Sheriff's Office. This would provide a safe and independent space to share grievances
- Independence: The inspector would be independent from the Board Of Supervisors freeing them up from potential conflicts of interest in board deliberations
- The ICAC is continuing to research the potential benefits of having an ongoing inspector and will provide that report to the Board of Supervisors.



Conclusion

The ICAC recommends that the Board of Supervisors develop and implement a **communication plan** that incorporates stakeholders to address the uncertainties surrounding replacing the Sheriff to start the process of restoring community trust in the Sheriff's Office.

To enhance oversight and accountability within the Sheriff's Office, we recommend **appointing an Inspector General**. This role will support the Board by maintaining an ongoing record of issues, tracking complaints, and providing regular updates to the Board of Supervisors and the Advisory Commission.

These measures aim to restore trust and integrity in the Sheriff's Office and strengthen the Board's oversight capabilities.



Thank you

Questions?

Item 8: Presentation

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Religious Capacity while In-Custody





Religious Services in the Correctional Facilities

**Presentation to
Independent Civilian Advisory Commission
on the Sheriff's Office
April 2025
San Mateo County**



Topics

- 1) Laws and Regulations – Tara Heumann
- 2) Religious Services Overview – Melissa Wagner & Anna Zaretski
- 3) Facility Operations & Logistics – Administrative Lieutenant Sebring
- 4) Data Overview – Melissa Wagner & Anna Zaretski



Laws and Regulations

RLUIPA was passed in 2000 – Religious Land Use and Institutionalized Persons Act

A prisoner's right to exercise their religion is balanced against the government's interests.

The general balancing test is that the government may not impose a **substantial burden** on the religious exercise of prisoners unless that burden

- (1) is in furtherance of a compelling governmental interest; and
- (2) is the least restrictive means of furthering that interest



Laws and Regulations

RLUIPA sets up a three-step inquiry with respect to any challenged restriction on religious practice in state prisons:

- 1) Does the restriction substantially burden religious activity?
- 2) If yes, how important are the government's reasons for imposing this restriction?
- 3) Even if the government's reasons are very important, is the government able to accommodate the practice to some extent without unduly compromising the state's objectives?

State Regulations direct county jails to “develop written policies and procedures to provide opportunities for incarcerated persons to participate in religious services, practices, and counseling on a voluntary basis.” (15 CCR § 1072)

The Sheriff's Office has a policy in its Corrections Procedures Manual, but ultimately, assessment of requests is highly fact-intensive.



Service Delivery

- The Sheriff's Office partners with the Service League of San Mateo County to provide religious services to the incarcerated population.
- The Service League dedicates a full-time Religious Coordinator to fulfill the main responsibilities of service delivery
- Several entities are needed to ensure the delivery of religious services and related needs:
 - Corrections Division management
 - Classification Unit
 - Program Services
 - Service League
 - Volunteers



Service Delivery

- Volunteers and recruitment
- Scheduling and movement within the jails
- Texts and other materials
- Religious meals
- Other requests

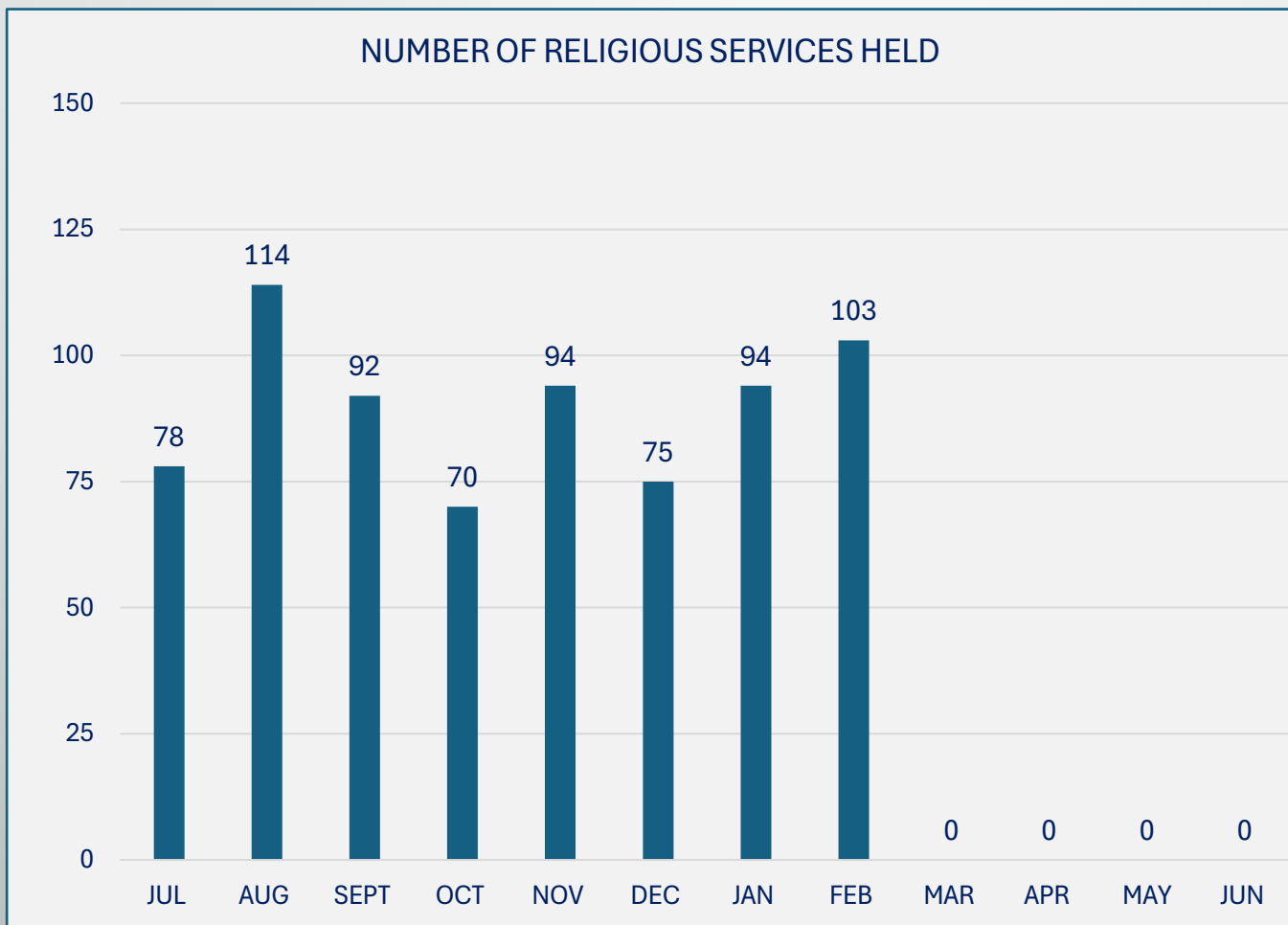


Facility Operations & Logistics

- 1) Jail clearances
- 2) Movement within facilities
- 3) Review of religious materials & requests
- 4) Religious meal requests
- 5) Balancing time

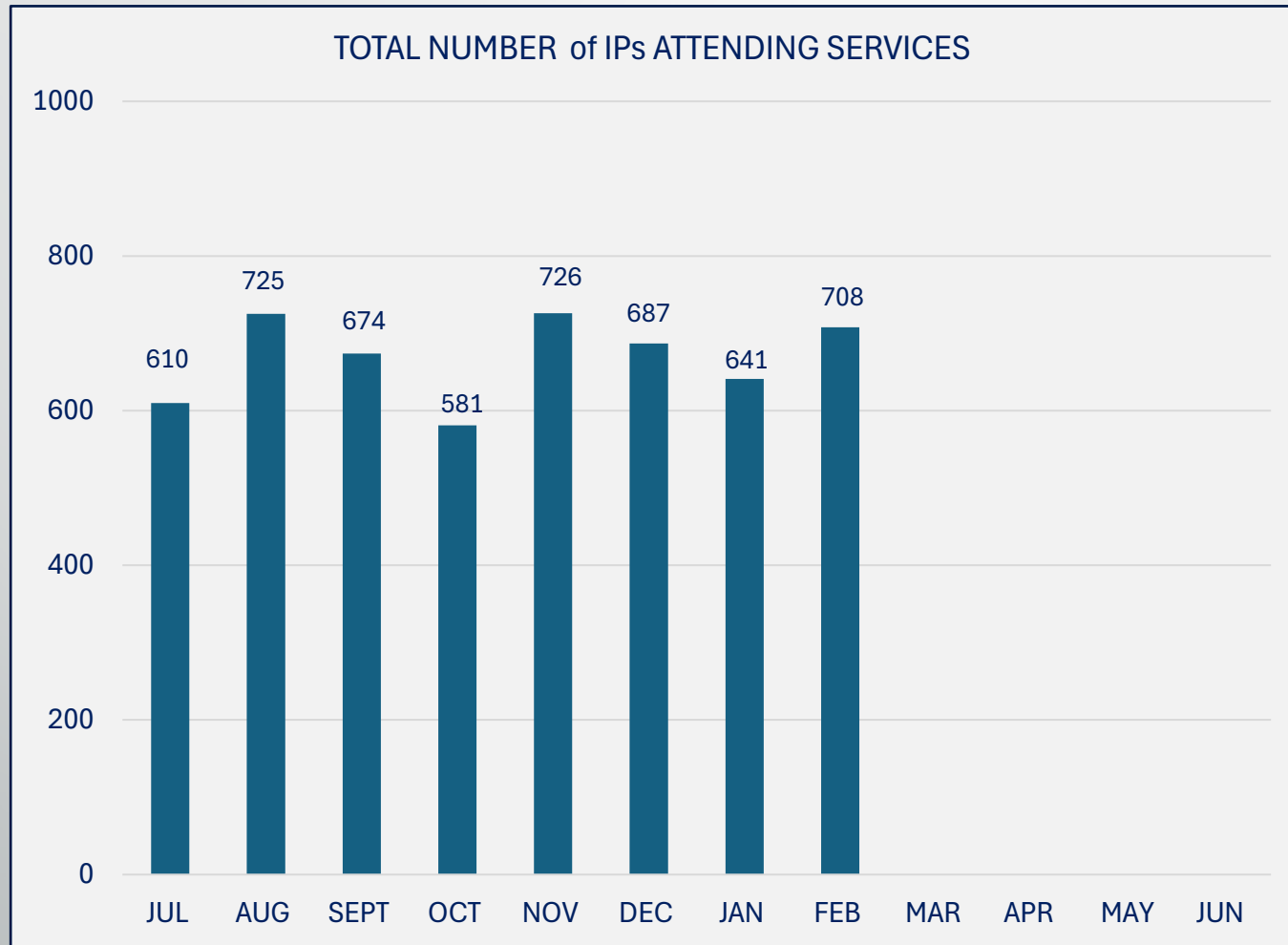


Data Overview



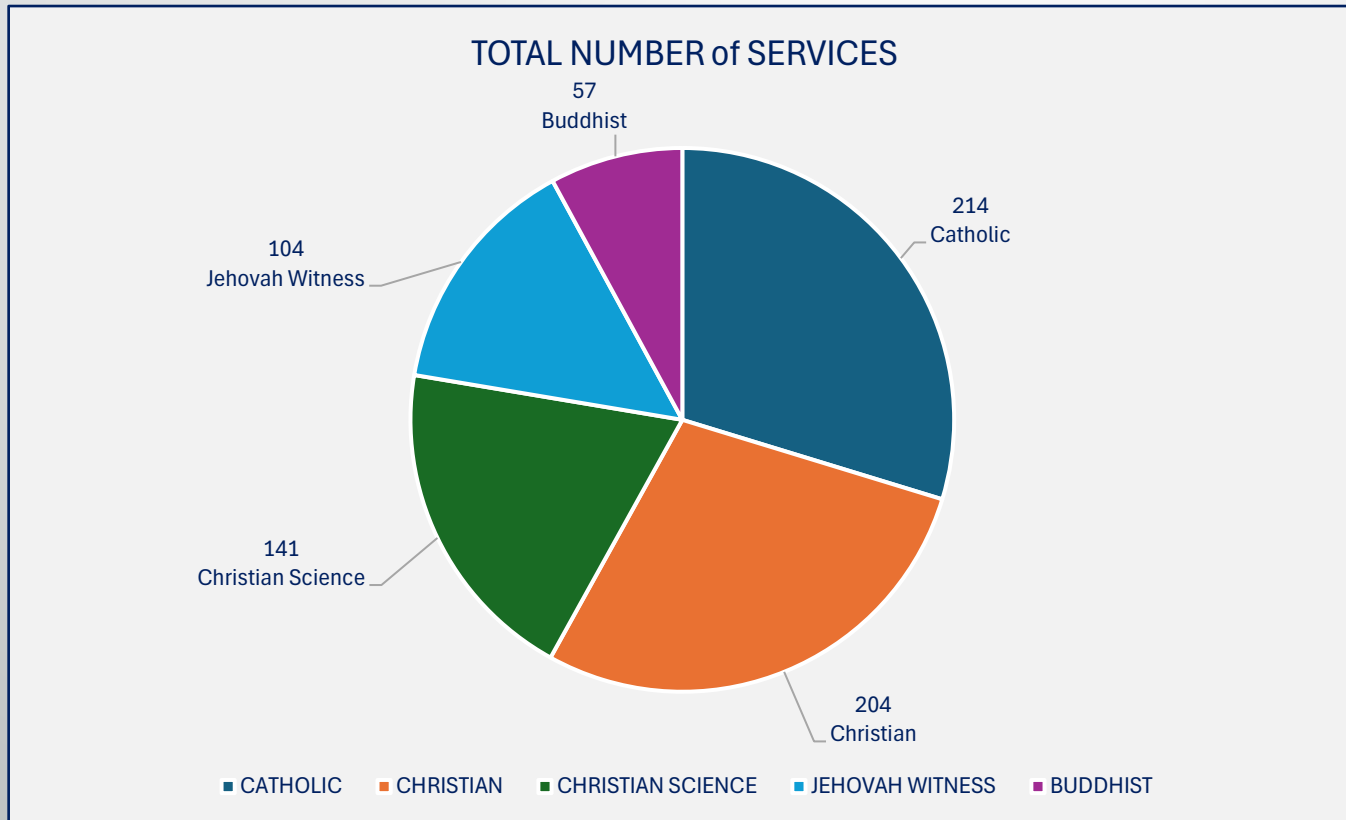


Data Overview





Data Overview

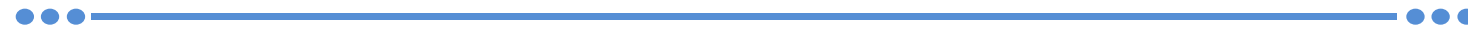




Thank you

The Sheriff's Office
and
The Service League

Item 9: Commissioner and Liaison Announcement



All public comments should be sent to:

ICACFeedback@smcgov.org



Item 10: Adjournment



Next meeting: May 7, 2025
Manzanita Hall, 500 County Center, Redwood City
6:30 – 8:30 pm

