



COUNTY OF SAN MATEO
BOARDS AND COMMISSIONS
INDEPENDENT CIVILIAN ADVISORY COMMISSION

San Mateo County Manzanita
Hall, 500 County Center,
Redwood City, CA
www.smcgov.org/icac

April 2, 2025

6:30pm

The San Mateo County Independent Civilian Advisory Commission on the Sheriff's Office will advise the Board of Supervisors in its effort to facilitate public transparency, accountability, and public engagement with respect to the Sheriff's Office. It will provide a public forum for input from the community regarding the Sheriff's Office, develop and implement an annual work plan, and make recommendations to the Board of Supervisors.

This meeting of the Independent Civilian Advisory Commission was held in person at the San Mateo County Manzanita Hall (500 County Center, Redwood City) and by teleconference using zoom:
<https://smcgov.zoom.us/j/82413091342>.

This meeting can be viewed in its entirety and shows each agenda item here: [YouTube Video](#)

1. ROLL CALL

Present:

Commissioners: Bill McClure, Shirley Melnicoe, Kalimah Salahuddin, Robert Silano, James Simmons

Sheriff's Office Liaison: George Dale

County Staff: Jennifer Castro-Lara, Megan Gosch, Tara Heumann, Marisol Escalera Durani, Jacki Rigoni

Absent:

Commissioner: Michael Fisher

Alternates: Rebecca Carabez, Alexis Lewis

Youth Liaison: Bethany Zhao

CARE Liaisons: Bruce Von Herrmann, Michael Klobuchar, Stanley E Roberts

2. GENERAL PUBLIC COMMENT

In-Person Comments:

Jose Reyes, Jim Lawrence, Nancy Goodban, Raymond Goins, Paul Bocanegra

Public Comments via Zoom:

NobleTruthSeeker, Bill Newell, Aram James, Pat Willard, Elsa Schafer

3. MOTION TO APPROVE AGENDA

Motion to approve the agenda.

Motion: McClure/ Second: Silano

Yes: 5 – McClure, Melnicoe, Salahuddin, Silano, Simmons

No: 0

Absent: 1 - Fisher

4. MOTION TO APPROVE MEETING MINUTES

Motion to approve the March 5, 2025, meeting minutes.

Motion: McClure/ Second: Silano

Yes: 4 – McClure, Melnicoe, Silano, Simmons

No: 0

Abstain: 1 - Salahuddin

Absent: 1 - Fisher

In-Person Comments:

None

Public Comments via Zoom:

None

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

Speakers:

Chair Kalimah Salahuddin

- Commissioners discussed and requested for certain data and information to be included in a presentation(s) from the Sheriff's Office to help with making recommendations.

Commissioner Inquiries:

1. Request for accurate, consistent, and up-to-date numbers of jail deaths per year. (Action for Sheriff's Office).
2. Research if there are internal audit processes. Or if the Sheriff's Office have an internal inspection unit and if its scope extends beyond the jail. (Action for Sheriff's Office)
3. In addition to information provided online - Provide for data on time of death, ethnicity, and time in custody. (Action for Sheriff's Office)
4. The Commission seeks information regarding the screening process for drugs to prevent overdose while in custody. (Action for Sheriff's Office)

5. Provide information regarding the investigation process for a death in custody, who performs the investigation, and how the situation handled. Additionally, if there is an external review or oversight of the investigation, especially with the new state law. (Action for Sheriff's Office)
6. Request for baseline foundation information relative to standard operational procedures. (Action for Sheriff's Office) I.e.:
 - a. Overdose deaths and the search procedure done,
 - b. Ratio of in custody of inmates to correctional officers, and whether the ratio aligns with the State or Federal Bureau of Justice standards,
 - c. Follow up care after released from custody. This information was given on:
 - i. [Sept. 18, 2024](#) – Item 4: Onboarding Foundational Information – Programming, Re-Entry Services, and Correctional Health.
 - ii. [Oct. 16, 2024](#) – Item 5: Out-of-Custody Program and Services.
 - d. Breakdown of inmates on average: federal, state, or local inmates in custody.
7. Present on procedural/policy changes after a death occurs if there are any. If so, what are the changes made. (Action for Sheriff's Office)
8. Explore ways to ensure the safety of inmates before going to trial. Request for information and resources to ensure safety of inmates, that is possibly lacking. (Action for Sheriff's Office)
9. Provide information on where an inmate is housed after a trial with a negative outcome and if there are special procedures in place afterwards. As well as who is notified (i.e. POD staff, mental health workers, etc). (Action for Sheriff's Office)
10. Provide information on staffing ratios, such the number of staff present at the beginning of the incarceration process versus when in a POD. As well as if there are plans to increase staff at the PODS. (Action for Sheriff's Office)
11. Provide information regarding deaths ruled as suicides. Were there surveillance cameras in the POD, or if the inmate was in an individual cell. (Action for Sheriff's Office)

In-Person Comments:

Jose Reyes, Nancy Goodban, Paul Bocanegra, Raymond Goins

Public Comments via Zoom:

Bvonemster, Pat Willard

6. INFORMATIONAL: MINIMUM QUALIFICATIONS FOR SHERIFF GOVERNMENT CODE

Speakers:

Tara Heumann, County Attorney's Office

- San Mateo County does not have any additional requirements on who may serve as a sheriff beyond that of State Law.
- There are 2 requirements found in State Law needed to become a sheriff:
 - Residency
 - Educational/Experiential
- **Residency:** Any appointed or elected sheriff must be a registered voter in the county where the office duties are performed at the time of nomination or appointment. (Gov't Code § 24001)
- **Experience:** To run for sheriff, candidates must have an active or inactive Advanced POST certificate or meet one of four experience-education combinations. (Gov't Code § 24004.3)

Commissioner Inquiries:

1. None.

In-Person Comments:

None

Public Comments via Zoom:
None

7. MOTION: ADOPT FINAL ICAC RECOMMENDATIONS TO THE BOARD OF SUPERVISORS FOR POST MEASURE A PLANS

Motion to adopt the final Independent Civilian Advisory Commission Recommendations to the Board of Supervisors for Post Measure A Plans with the following edits to the Recommendations:

- **With public input, decide on whether to go to a vote or to appoint a Sheriff.**
 - **If appointment is chosen**, 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 **a Permanent** Inspector General **with subpoena power** to oversee the Sheriff's Office.

Motion: McClure / Second: Simmons

Yes: 5 – McClure, Melnicoe, Salahuddin, Silano, Simmons

No: 0

Absent: 1 - Fisher

Commissioner Inquiries:

1. Look into the difference between ombudsman versus an inspector general. (Action for Commissioner Rob Silano)
2. Include in the recommendation a more clearly stated item about community input.

In-Person Comments:

Jose A. Reyes, Trena Patton, Nancy Goodban, Paul Bocanegra

Public Comments via Zoom:

NobleTruthSeeker, bvonemster, Pat Willard

8. PRESENTATION: RELIGIOUS CAPACITY WHILE IN CUSTODY

Speakers:

Melissa Wagner, Program Services Manager, Sheriff's Office
Anna Zaretski, Corrections Director, Service League of San Mateo County
Lieutenant John Sebring, Sheriff's Office
Tara Huemann, Deputy County Attorney, County Attorney's Office

- **Religious Land Use and Institutionalized Persons Act (RLUIPA)** (2000) protects incarcerated individuals' religious rights, prohibiting substantial burdens on religious exercise unless it serves a compelling government interest and is the least restrictive means.

- **California Code of Regulations, Title 15, Section 1072** requires written jail policies for voluntary religious participation.
- Service League of San Mateo County partners with the Sheriff's Office to deliver religious services, supported by a full-time religious coordinator, a corrections manager, and coordination across multiple jail departments.
- The **Service League of San Mateo County** manages religious volunteer recruitment, working with local faith communities.
- The Sheriff's Office is transitioning to offering services 6 days a week and provide inmates with religious materials through tablets or paper requests.
- Inmate requests for materials, meals, and ceremonies are met through coordinated staff and community efforts.
- All religious service providers undergo background checks and are escorted in the facility. Services are coordinated through a religious coordinator and balanced with jail operations.
- Scheduled religious services are offered regularly across both jail facilities, with varying attendance levels; participation is voluntary and encouraged, and while group services are common, some faiths like Islam and Hinduism often meet one-on-one based on individual requests.

Commissioner Inquiries:

1. Consider not escorting approved religious service providers to reduce the burden on the staff. (Action for Sheriff's Office)
2. Explore ways that the Independent Civilian Advisory Commission can support (Action for Sheriff's Office)
3. Request for the Sheriff's Office to report back on any changes to the number of religions, service days, available with the increased schedule of 6 days versus 2. (Action for Sheriff's Office)
4. Provide more information regarding the lack of volunteers in specific denominations and its impacts. (Action for Sheriff's Office)
5. Consider developing an inmate-led faith-based activities. (Action for Sheriff's Office)

In-Person Comments:

Jose Reyes, The Rev. Dr. Evelyn Vigil (Deacon Lauren P. McCombs spoke on their behalf), Deacon Lauren P McCombs, Nancy Goodban, Paul Bocanegra, Raymond Goins

Public Comments via Zoom:

Eric Sapp, Ivy C

9. COMMISSIONER AND LIASION ANNOUNCEMENTS

Commissioners: Kalimah Salahuddin

CARE Liaisons: None

Sheriff's Office: Dan Perea, Undersheriff, Sheriff's Office

- Extended an invitation to the Commission to designate a representative to serve on a new ad hoc committee aimed at reviewing policies, procedures, and practices related to in-custody deaths in collaboration with various county departments and agencies.

10. ADJOURNMENT

Meeting adjourned at 9:10 p.m.