

Independent Civilian Advisory Commission on the Sheriff's Office

June 4, 2025



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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April 2, 2025



COUNTY OF SAN MATEO
BOARDS AND COMMISSIONS
INDEPENDENT CIVILIAN ADVISORY COMMISSION

Item 5: Presentation



Deaths in Custody



Item 6: Discussion



ICAC Ad-Hoc Subcommittee Draft Work Plan Updates



Community Engagement & Input

Activities / Action Steps & Level of Effort (high, med., low)	Who is Responsible?	Timeline	Resources / Partners	Outcomes / Indicators of Progress
1. Identify 3 neighborhoods by service calls, complaints, incarceration rates for forums.	ICAC staff	8/2025	Community groups, including Fixin' SMC printout and County of San Mateo Community Info Handbook 2025	Areas identified and potential meeting venues identified
2. Develop 3 open-ended questions plus Exit Survey.	Commission & ICAC staff	8/2025	Commissioners, ICAC staff and community input	Questions completed and Exit Survey completed
3. Schedule meetings, publicize, work with neighborhood organizations. Have translators available.	ICAC staff	9/2025 - 12/2025	Community groups, City Councils, OCAC staff, translators	3 meetings with minimum of 25 citizens each. Result: list of concerns and suggestions that the Commission may consider for further study and possible recommendations on specific practices and policies.
4. Hear from Sheriff's Office representatives. Invite Union reps to speak at a meeting.	ICAC staff	9/2025	SM Labor Council, Deputy Sheriff's Assoc., etc.	Presentation to Commission which may trigger more research on specifics and possible recommendations.

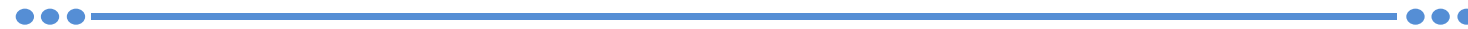
Transparency & Accountability



Improve Communication Between Inmates & Families

Activities / Action Steps & Level of Effort (high, med., low)	Who is Responsible?	Timeline	Resources / Partners	Outcomes / Indicators of Progress
1. Mail – Get Data: a) Reasons for prior stoppage b) Practices in other jails c) What technology is available d) Incident rate of contaminated material for current vendor e) Incidents of exposure in other jails f) Safety protocols required to process mail safely g) What's current timing for receipt of digital mail h) Time delay for processing of physical mail i) Understanding current system	a) Sheriff's Office (SO) b) Research / outreach (R/O) c) R/O d) SO e) R/O f) SO and R/O g) SO h) SO and R/O i) SO and R/O	60 – 90 days for all	Fixin' San Mateo County Sheriff's Office Other community organizations	• Hearing from IP's families • Obtaining cooperation and collaboration from Sheriff's Office • Recommendations to modify existing mail delivery system / resuming delivery of physical mail to IPs
1. Alternatives to providing physical mail a) Printing/making copies of digital mail and providing IPs on request b) Increasing number of tablets available to IPs and allowing IPs to have tablets in calls	a) SO b) SO	a) 90 days b) ??	Sheriff's Office	Greater access to mail, either physically as a copy of letters / cards or more access to tablets
3. Other than mail, what communications are currently available / what is desired and how can those be expanded? E.g. telephone, email, in-person visits	Sheriff's Office / Research and Outreach	120 days	Fixin' San Mateo County Sheriff's Office Other organizations	Input from IPs and their families that there are more / greater opportunities for communications

Item 7: Commissioner and Liaison Announcement



All public comments should be sent to:

ICACFeedback@smcgov.org



Item 8: Adjournment



Next meeting: July 2, 2025
Manzanita Hall, 500 County Center, Redwood City
6:30 – 8:30 pm

