

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





SAN MATEO COUNTY
SHERIFF'S OFFICE

In-Custody Death Overview



P r e s e n t e d b y :

Lieutenant Mike Tabak

Lieutenant Jon Sebring

San Mateo County Sheriff's Office

Maguire Correctional Facility

Maple Street Correctional Center



OUR MISSION

“As stewards of our community, we envision a world where all humanity is valued and respected. We recognize our role as leaders in this effort and commit to seeking creative and effective ways to work with and listen to the needs of our residents, businesses, and stakeholders. We do this with the passion to preserve safety for all who live, visit, or work in San Mateo County.”

- Sheriff Christina Corpus.

People First – Service Above Self



Sheriff Christina Corpus is proud to be San Mateo County's 26th Sheriff and the first female Sheriff since the founding of the Sheriff's Office in 1856.

Requirements

Board of State and Community Corrections (BSCC) - State Level:

- Senate Bill 519 - 10/4/2023 Passed
 - Established ICDR in BSCC
 - Review all investigations
 - Make recommendations
 - Follow up
 - Make info public
- Title 15 § 1046 became amended
 - Submit DOJ Form BCIA 713 to BSCC within 10 days

State of California
DEATH IN CUSTODY REPORTING FORM
Revised 10/2023

PRINT CLEAR

Department of Justice

DOJ USE ONLY

RECORD KEY

AGENCY TYPE

AGENCY NCIC NUMBER

COUNTY

DOJ USE ONLY

CUSTODY OFFENSE

DATE OF DEATH

SUBJECT NAME

DATE OF BIRTH

GENDER

RACE/ETHNICITY

CUSTODY STATUS

CUSTODIAL RESPONSIBILITY AT TIME OF DEATH

LOCATION WHERE CAUSE OF DEATH OCCURRED

FACILITY OF DEATH

MANNER OF DEATH

MEANS OF DEATH

DATA SUPPLIED BY (Please print the following information):

Name Title

Agency Telephone

Address

Send completed form to: Department of Justice
Criminal Justice Statistics Center
P.O. Box 903427
Sacramento, CA 94203-4270
Facsimile: (916) 227-0427 or 227-3561
Telephone: (916) 227-3545

Submission of 10-Day Notice of Death

Before completing this survey, please review the [In-Custody Death Review Data Reporting Guide](#). Use this form to notify the BSCC of all In-Custody deaths within 10 days of the death.

California Department of Justice's (DOJ) Death In-Custody Reporting Form (BCIA 713) must also be attached at the end of this form. As per Government Code 12525, agencies are still required to report a death to DOJ within 10 days of an in-custody death. Reporting an in-custody death to the BSCC does not relinquish agencies from this responsibility.

Note: This form uses conditional logics in providing questions. Not all questions are currently displayed, but appropriate questions will show when specific selections are made.

If you have any questions please contact BSCC staff at ICDRReporting@bscc.ca.gov.

Section A: General Information

1. County *

Select your county.

Select

4. Submitting Person's Full Name *

Enter the full name of the person submitting the report.

This should be the person the BSCC may contact to ask questions about the in-custody death, if necessary.

5. Submitting Person's Role *

Enter the role of the person submitting the report.

6. Submitting Person's Email *

Enter the email for the person submitting the report.

7. Submitting Person's Phone Number *

Enter the phone number for the person submitting the report.

+1 () -

Warning: Unauthorized Submission of Information

This web portal is intended to allow employees of law enforcement agencies to submit information required by Section 1046 of Title 15 of the California Code of Regulations. By accessing and using this web portal, you attest that you are authorized to submit the information on behalf of a local detention facility and that the information provided is accurate and truthful. Unauthorized submission of information, including false, misleading, or incorrect information may constitute a violation of California Penal Code section 502 and may result in criminal penalties, including the following:



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Requirements, ctd.

- Conduct an initial review and complete written report within 30 days “Initial Death Review Report”
- Submit copy of IDRR to BSCC within 60 days
- BSCC Data Reporting Guide
 - **onlinechrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.bscc.ca.gov/wp-content/uploads/2024/06/In-Custody-Death-Reveiw-Data-Reporting-Guide-Final-1.pdf**

BOARD OF STATE AND COMMUNITY CORRECTIONS **BSCC** CALIFORNIA

In-Custody Death Review Submission of Initial Death Review Report

Before completing this survey, please review the **In-Custody Death Review Data Reporting Guide**. Use this form to submit the Initial Review Report to the BSCC within 60 days from the date of the in-custody death.

Note: This form uses conditional logics in providing questions. Not all questions are currently displayed, but appropriate questions will show when specific selections are made.

If you have any questions please contact BSCC staff at ICDRReporting@bscc.ca.gov.

Section A: General Information

1. County *
Select your county.

Select

Warning: Unauthorized Submission of Information

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- Fines up to \$10,000
- Imprisonment for up to three years in state prison
- Both fines and imprisonment

If you have any questions or require assistance, please contact our support team before proceeding.

Thank you for your cooperation.

☐ By checking this box, you acknowledge and agree to the terms outlined in this warning. *

☐ Send me a copy of my responses

Submit

[Privacy Notice](#) | [Report Abuse](#)



Title 15 § 1046: Death in Custody

(a) The facility administrator shall develop written policy and procedures to comply with the in-custody death reporting requirements of Government Code section 12525. The facility administrator shall submit a copy of the report filed pursuant to section 12525 to the BSCC within 10 days of an in-custody death.

(b) The facility administrator, in cooperation with the health administrator, shall develop written policy and procedures to conduct an initial review and complete a written report of every in-custody death within 30 days of the death. The team that conducts the initial review shall include, at a minimum, the facility administrator or designee, the health administrator, the responsible physician and other health care, and supervision staff who are relevant to the incident.

Deaths shall be reviewed to determine the appropriateness of clinical care; whether changes to policies, procedures, or practices are warranted; and to identify issues that require further study.



San Mateo County Sheriff's Office
Corrections Division
In Custody Death Information Sheet

Facility		ATIMS#		RIMS#	
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DECEDENT INFORMATION

Name		SMCSO ID#		DOB		Age		Gender				
Height		Weight		Hair		Eyes		Race		Ethnicity		
Home Address												
Date of Incident						Date/Time of Death						
Location of Death												
Investigative Team												

ARREST INFORMATION

Date/Time of Arrest		Arresting Agency		
Charges				
Bail		Next Court Date		
Criminal History				
Safety Cell/Suicide Watch/Medical Observation Unit/Hospital Run History (Dates)				



Title 15 § 1046: Death in Custody

(c) The facility administrator shall submit a copy of the initial review report of every in custody death to the BSCC within 60 days of the death. The facility administrator shall provide a copy of the initial review report that comports with the disclosure requirements of section 832.10 of the Penal Code.

The initial review report shall contain the following information:

(1) Demographic information

- (A) Full name of the decedent
- (B) Date of birth
- (C) Date of death
- (D) Time of death
- (E) Gender
- (F) Race and ethnicity
- (G) Relevant medical history

(2) Facility Information

- (A) Name and location of the detention facility
- (B) Description of the location where the death occurred within the facility
- (C) Date and time of the incident
- (D) Detention facility personnel (including names and roles) involved in the reporting of the death or incident

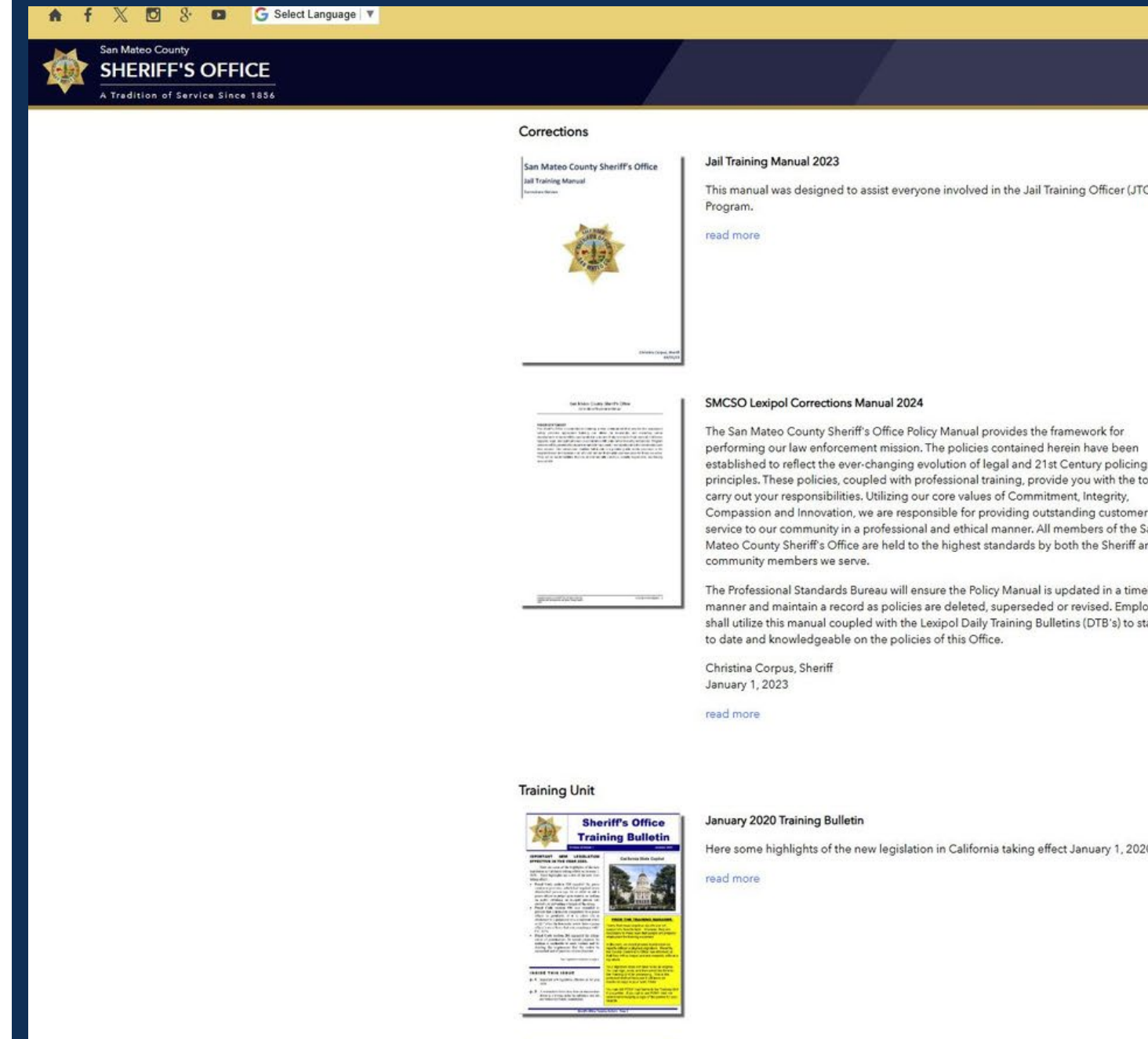
(3) Any relevant circumstances leading up to death, including behavioral health or medical issues.

(d) In any case in which a minor dies while detained in a jail, lockup, or court holding facility the BSCC may inspect and evaluate the jail, lockup, or court holding facility pursuant to the provisions of this subchapter within 30 calendar days of the death. Any inquiry made by the Board shall be limited to the standards and requirements set forth in these regulations.



SMSO Corrections Lexipol Policy

- 515 Reporting In-Custody Deaths
 - Policy of Office to follow State guidelines regarding and reporting on in-custody deaths
- 515.5 In-Custody Death Review
 - The Sheriff is responsible for establishing a team of qualified staff to conduct an administrative review of every in-custody death. At a minimum, the review team should include the following (15 CCR § 1046):
 - (a) Sheriff and/or the Division Commander
 - (b) County Counsel
 - (c) District Attorney
 - (d) Investigative staff
 - (e) Health administrator, responsible physician, additional qualified health care professionals, supervisors, or other staff who are relevant to the incident
- Policy Updated in 2024 to reflect changes in regulations



AB 2761: Sheriff's Office Website

- Introduced during 2021-2022 Regular Session
- Commencing Jan 1, 2023
- Requires publication of certain statistics on official website
- CA Penal Code Section 10008
- Posted for the public to view within 10 days of the date of death
- Update to the posting within 30 days of the change
 - Example 3/15/25 DIC

Date of Death	County	Facility	Location	Race	Gender	Age	Custodial Status	Manner of Death *	Means of Death *
01/07/23	San Mateo	Emergency Department	Kaiser RWC	W	F	25	Booked - Awaiting Trial	Homicide	Toxic Effects of Methamphetamine, methylendioxy-methamphetamine, and Cocaine
10/20/23	San Mateo	MCF	Administrative Housing 3 West	W	M	64	Booked - Awaiting Trial	Natural	Not Applicable (Natural)
10/21/23	San Mateo	MCF	BHU- Behavioral Health Unit 4 West	W	M	34	Booked - Awaiting Trial	Suicide	Hanging
01/14/24	San Mateo	MCF	Detox Housing Unit 4 East	W	M	23	Booked - Awaiting Trial	Natural	Not Applicable (Natural)
03/15/24	San Mateo	MCF	General Population Unit 5 East	W	M	46	Booked - Awaiting Trial	Suicide	Hanging
03/15/25	San Mateo	MSCC	General Population Housing Unit 1 Valley	W	M	25	Sentenced - Awaiting Transfer to CDCR	Pending investigation	Pending investigation

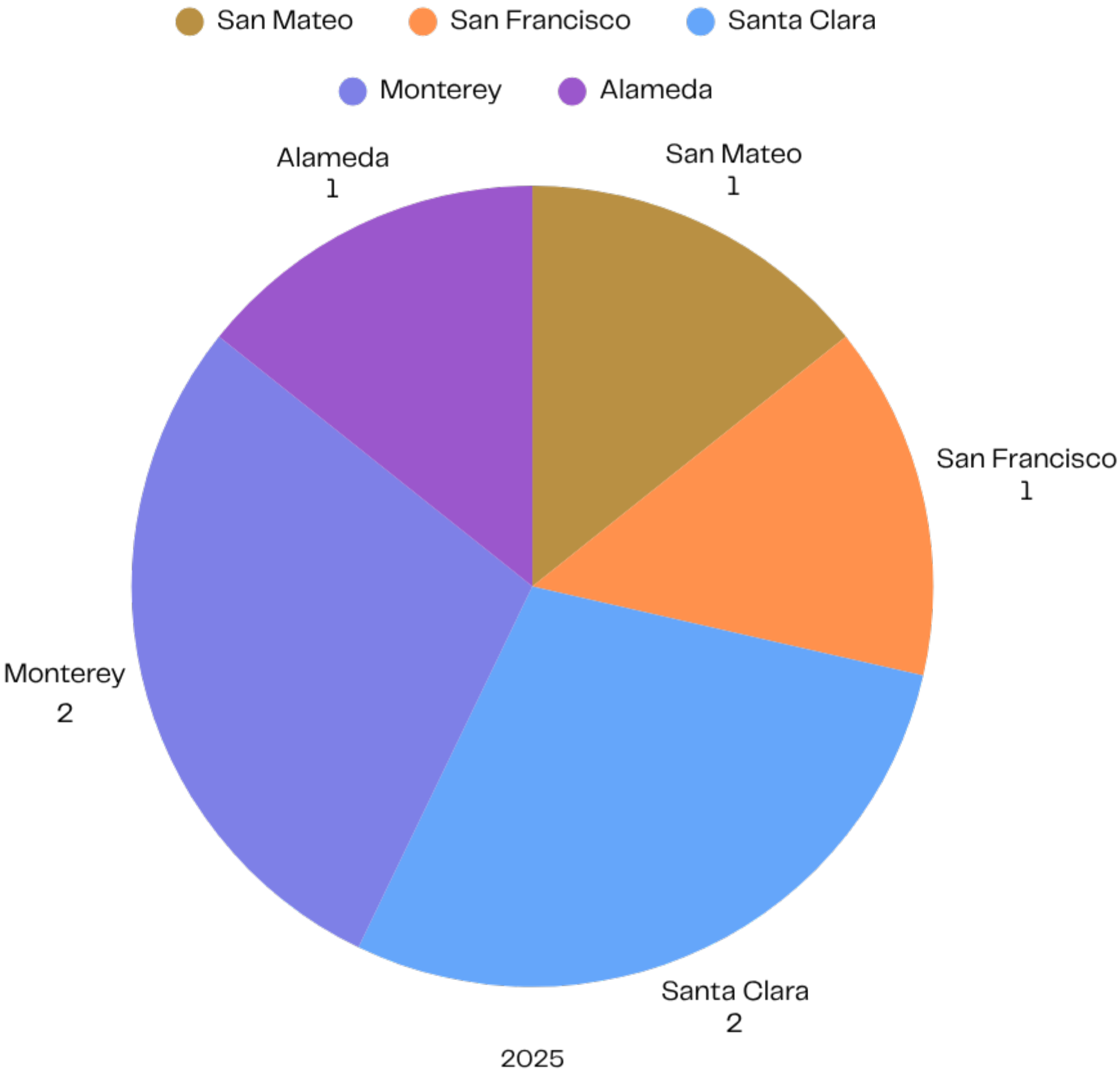


Initial Response and Investigation

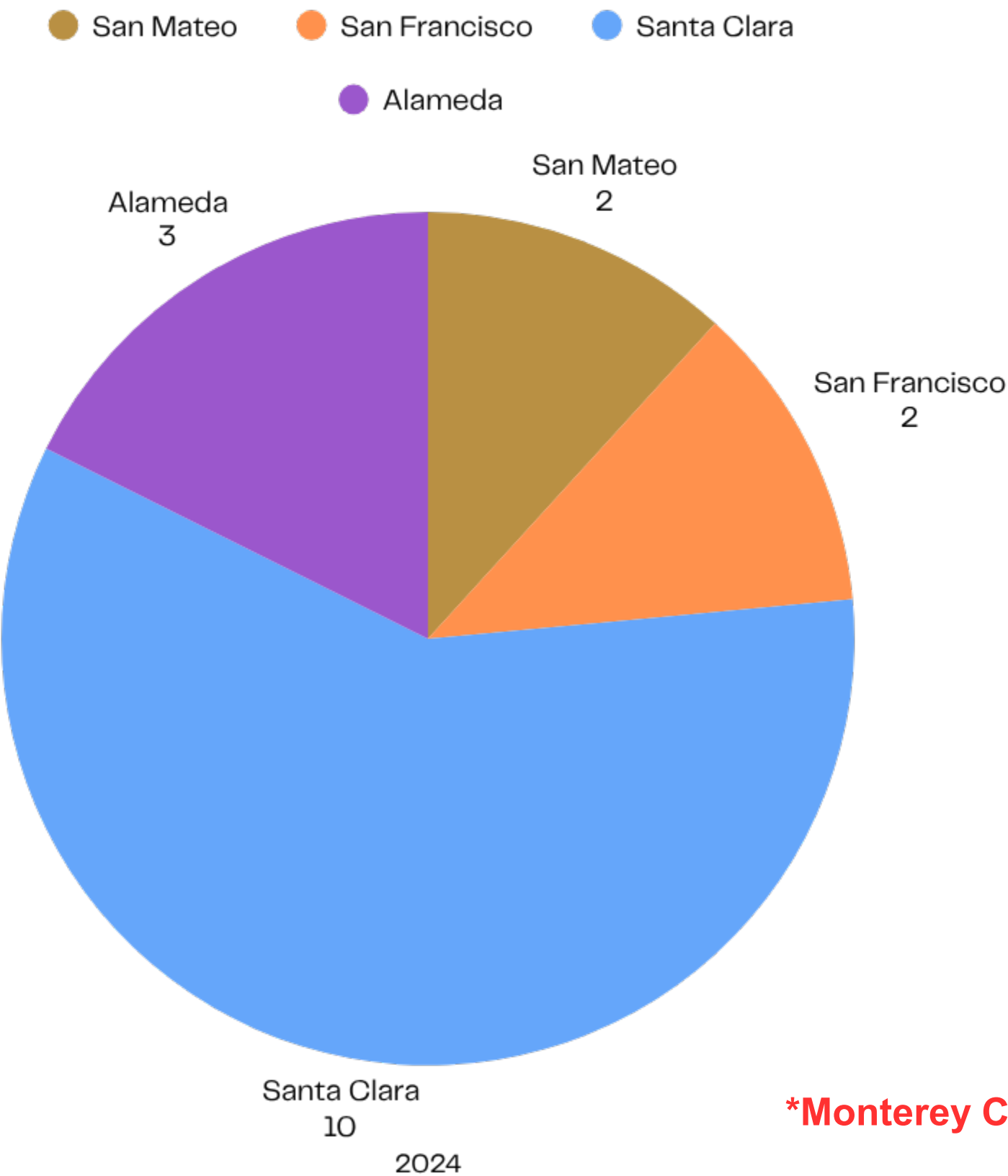
- Multi-agency response
 - District Attorney's Office (Lead)
 - SMSO Detectives (On-call and supervisor)
 - Deputy District Attorney
 - Coroners Office
 - Crime Lab
 - *SMSO Professional Standards (If suspicion of policy violation/misconduct exists)
- Officer Involved Critical Incident (OICI) Protocol
 - Established in 2008, expanded and adopted in 2014
 - Signed by Sheriff and County Chiefs
- Formally Designated the District Attorney's Office as Lead Investigating Agency for:
 - Discharge of firearm by officer which causes death or injury
 - Intentional use of any deadly weapon by officer which causes death or injury likely to produce death
 - An intentional act by an officer which causes death or injury likely to produce death
 - Any death of a person while in custody or under an officer's control



NEIGHBORING COUNTY COMPARISONS 2025



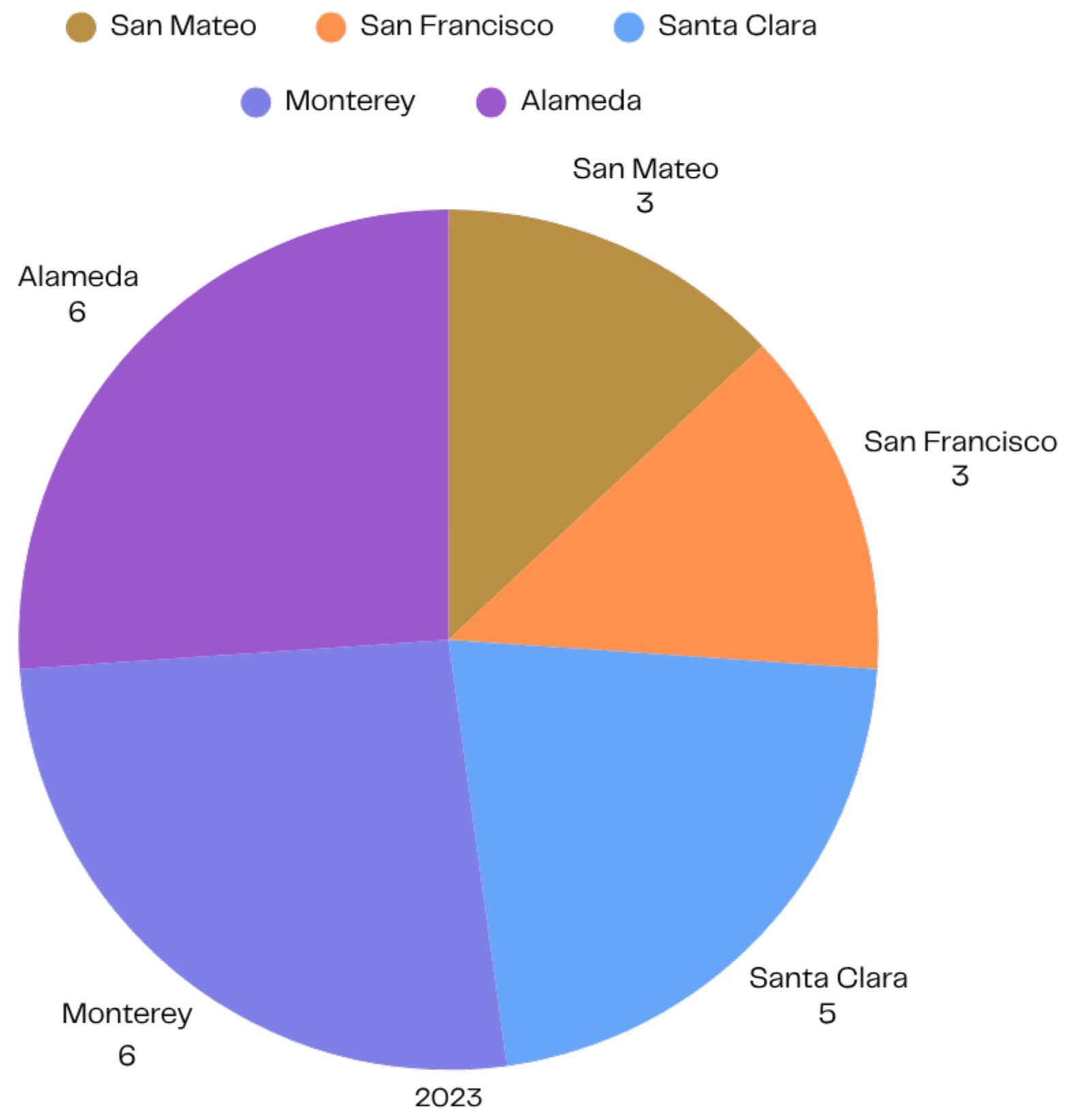
NEIGHBORING COUNTY COMPARISONS 2024



***Monterey County = 0 reported**



NEIGHBORING COUNTY COMPARISONS 2023



Overdose Deaths & Search Procedure

- Area treated as a Crime Scene for preservation of evidence
- Thorough search of decedent's cell and belongings in coordination with Detectives and District Attorney
- Review of applicable CCTV and Body Worn Camera footage
- Review of Incarcerated Persons (IP) Medical Records: prescribed medications, requests, etc.
- Review of decedent's jail files for documented behavior, trends, etc.



Overdose Cases and Prevention

In 2024, the following procedures were instituted:

- June 2024, a Detox Unit was established at Maguire
- Opioid Overdose Kits with Narcan placed in pods and throughout both facilities (Maguire and Maple St.)
- 10 IPs were saved from overdose
- Narcan vending machine in lobby of MCF (free)



Facility Population and Staffing Ratios

IP Population

Daily Range by facility (Jan – Mar 2025)

Maguire Correctional (MCF)
463 - 486

Maple Street Correctional (MSCC)
445 – 480

Annual Averages

- 2023: MCF **462**, MSCC **579**
- 2024: MCF **450**, MSCC **532**

Ratios (Staff : IP)

Maguire: **28 – 35 staff**
1:13 - 1:17

Maple Street* **17 – 25 staff**
1:17 - 1:28

***MSCC was designed and constructed to have (1) Officer/Deputy per housing unit except for (1) Behavioral Health Unit.**

Supervisors

Lieutenant
1

Maguire
3 Sgts.

Maple Street
2 Sgts.



Statutory Compliance for Staffing

Title 15 CCR § 1027

“A sufficient number of personnel shall be employed in each local detention facility to ensure the implementation and operation of the programs and activities required by these regulations.”

“...Additionally, in Type IV programs the administrator shall ensure a sufficient number of personnel to provide case review, program support, and field supervision.”

**Current staffing trends
adhere to this statute**



Staffing Patterns

Intake Staffing

- 3 - 4 sworn line staff
- 1 Sergeant
- 1 Intake Nurse
- 1 FMH staff upon request

Pod Staffing

- 1 - 2 sworn staff
- 1 - 4 Rovers available
- 1 Sergeant available
- 1 - 2 clinical staff (on specific pods)

Overall Line Level Staffing

Correctional Officers	164 / 164
Deputy Sheriffs	264 / 296

Administrative Classification

1- Captain
2- Admin Lieutenants
1- Sergeant
8 - Detectives



Incarcerated Person Population and Follow-up Care

Breakdown of IP Averages*

Federal	0
Civil	2
State	410
Local (County)	542

*Snapshot from 05/28/25

Follow-up care post-release - CHS

- CalAIM IPs receive 2 weeks worth of their prescription meds upon release
- Narcan made available in the lobby
- Program Services & CHS facilitate Warm Handoff with outside programs.
 - This includes pre-release meetings with IP and day of release handoff



Safety Precautions for Pre-Trial IPs

- **Thorough Intake search of IP and clothing:** to reduce the introduction of contraband into the facility
- **Intake Medical Screening:** to identify medical/mental health needs
 - **If medical/mental health history is known:** it is notated for follow-up services and appropriate housing, if applicable
- **Appropriate placement in Intake holding cell:** dependent on charges, staff observations, IP behavior etc.
- **Classification Interview:** to determine appropriate housing
- **Body Scan:** to reduce the introduction of contraband into the facility



Body Scanners

Tek84 Scanner

- March 2025 Install MCF
- Newest Tech
- Higher Image Quality
- Smaller Footprint



Linev Compass Scanner (2)

- Purchased 2019, install 2020
- Updated machines
- Advanced training
- Tried and true top model



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Safety Precautions for Pre-Trial IPs (cont.)

- **Regular Safety and Security Checks** on housing units
- **Medical and Mental Health services** available for current or emerging needs
 - Safety Cell housing available if needed
 - In-Patient Psychiatric housing available in the Acute Stabilization Unit
- **Controlled and monitored** recreation/meal/program time
- **Majority of mail** is scanned and delivered digitally to reduce contraband
- **Any physical mail (books, magazines, legal, mail)** is inspected by drug certified K-9 prior to delivery. If no issues noted, mail is delivered to IP.
 - K-9 available for targeted searches to locate and reduce contraband.



Housing IP After Negative Court Outcome

If negative court outcome is known to Court deputies:

- **Court deputies** contact jail staff
- **Jail staff notifies** FMH and requests they follow-up with IP
- **Jail staff monitors** IP closely and communicates with FMH as needed
- **No special housing unless** IP expresses suicidal ideation or engages in behavior that requires them to be isolated from other IPs



IPs Today Compared to IPs Historically

Medical Statistics

Number of ER visit and hospitalizations:

- 2020/2021: **178 visits**
- 2022/2023: **393 visits** (+ **19%** from 2020/2021)
- 2023/2024: **468 visits** (+ **163%** from 2020/2021)

Amount spent on Medication Assisted Treatment (annual):

- 2021 total: **\$199,356**
- 2024 total: **\$1,293,812**
 - This is **549%** increase in spending from 2021 to 2024

Amount spent on all meds (annual):

- 2021 total: **\$1,680,770**
- 2024 total: **\$3,105,418**
 - This is **85%** increase from 2021 to 2024

There have been notable increases in IPs who require higher care (ie. mental health and substance use disorder treatment). There are very few other options to place IPs who meet these requirements and who are also pending criminal charges.



Policy/Procedure updates Post Death Review

- Housing unit dayroom lights now remain on until 11pm to increase visibility inside cells/dorms
- Working to update procedure for medication distribution to enhance monitoring
- Mental health/suicide prevention training:
 - In person
 - Corrections Academy Virtual



Current & Future Efforts to Prevent In-Custody Deaths

- **Death in Custody Task Force**
- **Suicide Prevention Signage and pamphlets throughout all facilities**
- **Future purchase of wearable monitors for at-risk IPs**
- **Improving the tracking of requests for medical or mental health resources in Jail Management System**
- **Release Efforts - Instituting CalAIM procedures for release planning and warm hand-off to community services**
- **We proactively provide support services to Staff and IPs who are affected by in-custody deaths**





THANK
YOU!

People First – Service Above Self

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.

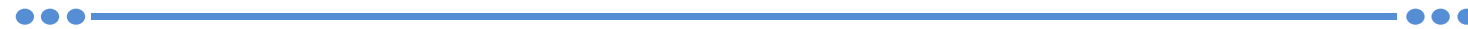
Transparency & Accountability



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

