



**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](http://www.smcgov.org/icac)

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**October 1, 2025**

**6:30pm**

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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/95927324562>.

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

## **1. ROLL CALL**

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**Present:**

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

**Alternates:** Rebecca Carabez, Alexis Lewis

**County Staff:** Jennifer Castro-Lara, Megan Gosch, Emma Gonzalez, Adam Ely, Tara Heumann, Jacki Rigoni, Marisol Escalera Durani

**Absent:**

**Sheriff's Office Liaison:** George Dale

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

## **2. GENERAL PUBLIC COMMENT**

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**In-Person Comments:**

None.

**Public Comments via Zoom:**

Paul Boca Negra, Bill Newell, X

### **3. MOTION TO APPROVE AGENDA**

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**Motion to approve the agenda.**

**Motion: Silano/ Second: McClure**

**Yes:** 7 - Carabez, Duhé, McClure, Melnicoe, Salahuddin, Silano, Simmons

**No:** 0

**Absent:** 0

### **4. MOTION TO APPROVE MEETING MINUTES**

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**Motion to approve September 3, 2025, meeting minutes.**

**Motion: Silano/ Second: McClure**

**Yes:** 6 - Carabez, Duhé, Melnicoe, Salahuddin, Silano, Simmons

**No:** 0

**Abstain:** 1 - McClure

**Absent:** 0

Commission voted unanimously.

**In-Person Comments:**

None

**Public Comments via Zoom:**

None

### **5. WELCOME AND INTRODUCTION: DR. REGINALD DUHÉ**

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**The Independent Civilian Advisory Commission welcomed Dr. Reginal Duhé, as the new Supervisorial District 1 Commission Member.**

**Commissioner Inquiries:**

1. Provide Reginald Duhé the opportunity to participate in jail tours.

**In-Person Comments:**

None.

**Public Comments via Zoom:**

X, Paul Boca Negra, Bill Newell, Elsa Schafer

## 6. INFORMATIONAL: RELIGIOUS SERVICES AT THE CORRECTIONAL FACILITIES

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**Speakers:** Captain William Fogarty and Melissa Wagner, Jail Program Services Manager, Sheriff's Office

- Launched a new webpage in September [www.smcsheriff.com/religious-services](http://www.smcsheriff.com/religious-services) to inform the community of available religious services at the County's Correctional Facilities.
- The Sheriff's Office has developed an expanded schedule for religious services launching early October 2025.
  - Currently, 226 time slots every week:
    - 64 hours at Maguire
    - 162 hours at Maple Street
- The facility provides comprehensive religious and spiritual support and ensures that religious materials are easily accessible and customizable based on recognized faiths.
- Volunteers are needed to fill the 226 times slots. There are approximately 100 volunteers currently.
- Service League is actively recruiting to meet the spiritual needs of incarcerated people.
- A second religious affiliation survey is planned for this fall. Data from the survey will be shared with the commission.
- Limitations to the increased religious services include the facility's design.
  - Maguire is older and lacks the space for simultaneous programs.
- The Sheriff's Office has considered offering religious services via Zoom. However, they must ensure the necessary infrastructure is in place, including:
  - Equal access for individuals of all religious denominations.
  - Sufficient bandwidth to support tablet use without affecting visitation services.

**Commissioner Inquiries:**

1. Share how many additional hours have been added to the religious services schedule. (Action for Sheriff's Office)
2. The Sheriff's Office will report back to the Commission with the data gathered from the second religious affiliation survey. (Action for Sheriff's Office)

**In-Person Comments:**

Nancy Goodban

**Public Comments via Zoom:**

Ana Ramirez Zarate

## 7. DISCUSSION: UPDATE THE DEATHS IN CUSTODY SHERIFF'S OFFICE TASKFORCE

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

- The Sheriff's Office is preparing a presentation, in coordination with the District Attorney's Office, to clarify roles, responsibilities, and procedures related to in-custody deaths, with the goal of completing the presentation during the week of October 12th.

**Commissioner Inquiries:**

1. Asked for the Taskforce meetings to be open to the public to allow for transparency. Provide information on who is involved (e.g. members of the community or offices). (Action for Sheriff's Office)

**In-Person Comments:**

Nancy Goodban, Trena L. Patton

**Public Comments via Zoom:**

Bill Newell

**8. INFORMATIONAL: FOLLOW-UP DISCUSSION (FROM SEPTEMBER 3, 2025, MEETING) ON THE ELEVATOR REPAIRS AT THE MAGUIRE CORRECTIONAL FACILITY, INCLUDING REPAIR TIMELINE**

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**Speakers:** Captain William Fogarty, Sheriff's Office

- A new maintenance company has been hired and began work on Tuesday, September 30th.
- Elevator 3 (visitor elevator) still not functioning and under maintenance.
  - A technician continues to work on the programming board, the video function is working, and motor is believed to be operable.
  - No current repair timeline is available for when elevator 3 will be operational.
- Replacement of all four elevators will begin in December, beginning with elevator 3.
- Each elevator will take approximately 14 weeks to replace.
- The new company is sourcing materials, obtaining permits, securing security clearances, and managing logistics.
- Supply chain issues and potential federal shutdown may impact material availability.

**Commissioner Inquiries:**

1. None.

**In-Person Comments:**

None.

**Public Comments via Zoom:**

Ana Ramirez Zarate, Bill Newell, Stewart Hyland

**9. DISCUSSION AND POSSIBLE ACTION: FOLLOW UP DISCUSSION (FROM THE SEPTEMBER 3, 2025, MEETING) ON THE RECOMMENDATION TO IMPROVE THE CITIZEN COMPLAINT FORM, INCLUDING THE COMPLAINT PROCESS TIMELINE.**

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

- Currently working on removing an outdated complaint form with a blue header and old address (400 County Center) from the Sheriff's Office website.
- The updated form, with a gold and blue banner, with the new address (330 Bradford St), is available on the website and in all sheriff facilities.
- Forms can be picked up in person without needing to speak to anyone, ensuring privacy and ease of access.
- Improvements to the website include:
  - Adding icons to simplify access to compliment/complaint form, contact supervisors, and other services.
- Forms will be translated into additional languages for broader accessibility.
- A web development entity is assigned to implement these changes; no major issues are anticipated.

**Commissioner Inquiries:**

1. Ensure that the Citizens Complaint form is compatible with mobile devices. (Action for Sheriff's Office)

**In-Person Comments:** Nancy Goodban, Trena L. Patton, Dana Johnson

**Public Comments via Zoom:**

Bill Newell, NobleTruthSeeker, Lourdes Best

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**10. DISCUSSION: FOLLOW-UP ON APPLICABLE PROCESS SHOULD THE SHERIFF POSITION BECOMES VACANT**

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**Speakers:** Chair Kalimah Salahuddin

- Proposes revisiting and completing a previously approved recommendation to include community involvement in the process for filling a potential sheriff vacancy, now that the trial is over.

**Commissioner Inquiries:**

1. None.

**In-Person Comments:**

None.

**Public Comments via Zoom:**

Bill Newell

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**11. COMMISSIONER AND LIASION ANNOUNCEMENTS**

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**Commissioners:** None.

**CARE Liaisons:** None.

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**12. ADJOURNMENT**

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**Meeting adjourned at 8:52 p.m.**