

Independent Civilian Advisory Commission on the Sheriff's Office

August 1, 2026 – Retreat Meeting



COUNTY OF **SAN MATEO**
BOARDS AND COMMISSIONS
INDEPENDENT CIVILIAN ADVISORY COMMISSION

ICAC's Mission Statement

The mission of the Independent Civilian Advisory Commission on the Sheriff's Office is to provide recommendations to the Board of Supervisors regarding the Sheriff's Office to enhance public confidence and foster mutual respect and trust, internally and externally. We recommend policies, programs, and practices that reflect community needs to uphold accountability, transparency, and justice.



Maximizing ICAC's Effectiveness

- ☐ **Influence:** How can we make sure our recommendations are clear and meaningful and are shaping the Board's decisions?
- ☐ **Meetings and process:** How can we improve our meetings, agendas and preparation?
- ☐ **Collaboration/relationship:** How can we best collaborate with the Sheriff's Office and get the information we need?
- ☐ **Trust and Independence:** How can we show the public that we are independent and can be trusted?



SMART Goals



Workplan Development

Round 1:

- ☐ Clarify the goal and outcome: what issue/opportunity are we addressing? Who is affected? What will be different in 1-2 years if we are successful?
 - “By the end of 2027, _____ will experience _____.”
 - OR
 - “Increase/improve /reduce _____ for _____.”
- ☐ Identify a few key activities that you could do to support the outcome
- ☐ Capture goal, outcome and activities on a flip chart



Workplan Development

Round 2:

- ☐ Are the goal, outcome and activities clear? If not, clarify/add detail
- ☐ What activities are missing? Clarify and add activities, prioritize them
- ☐ Begin to complete the remaining columns in the chart
- ☐ Capture any questions



Workplan Development

Round 3:

- ☐ Make any additions or modifications if needed
- ☐ Capture any questions

