



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

MINUTES

May 6, 2026

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/96076252878>.

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

1. ROLL CALL

Present:

Commissioners: Reginald Duhé, Shirley Melnicoe, Kalimah Salahuddin, Rob Silano, James Simmons

County Staff: Jennifer Castro, Jennifer Orellana, Tara Heumann, Marisol Escalera, Blanca Tapia, Deandra Lee

Absent:

Commissioner: Bill McClure

Alternates: Alexis Lewis

2. GENERAL PUBLIC COMMENT

In-Person Comments:

Nancy Goodban

Public Comments via Zoom:

None

3. MOTION TO APPROVE AGENDA

Motion to approve the agenda.

Motion: Silano/ Second: Simmons

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

No: 0

Absent: 1 - McClure

Commission voted unanimously.

4. MOTION TO APPROVE MEETING MINUTES

Motion to approve meeting minutes for April 1, 2026, Regular Meeting.

Motion: Silano/ Second: Melnicoe

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

No: 0

Absent: 1 - McClure

Commission voted unanimously.

In-Person Comments:

None

Public Comments via Zoom:

None

5. DISCUSSION: COMMISSIONER RIDE ALONG AND JAIL TOUR REPORT OUTS

Speakers: Chair Kalimah Salahuddin

- Commissioner had no additional comments to share.

Commissioner Inquiries:

1. None.

In-Person Comments:

None.

Public Comments via Zoom:

None.

6. PRESENTATION: PHYSICAL MAIL AT THE JAIL

Speakers: Captain William Fogarty, Sheriff's Office

- The San Mateo County Sheriff's Office Mission is to handle the three pillars: Public Trust and Community Engagement, Excellence in Service, and a Commitment to Justice.
- Assessed the potential risks and taken safety measures to protect people in the facilities.
 - Reducing the amount of paper items to prevent fires
 - Updating body scanners
 - Fentanyl train corrections canine
 - Readily available Narcan
- Other counties in California switched to using digital mail.
- April 26, 2021, San Mateo County adopted a new process in which an outside vendor scans the mail and stores the original document in a facility. Upon release, people are able to receive the physical mail.
- Efforts are taken to ensure sufficient communication options for incarcerated persons and their loved ones.
 - Tablets offer 2 free video visitations per week or electronic messaging.
 - There are 8 available telephones on each one of the main pods.
 - In-person visitations
- The Maguire Correctional facility has more visitor rooms compared to the Maple Correctional facility, as Maple was designed for video visitations back in 2016.
- Allowed items in the facilities include direct shipments, holiday cards, and legal mail.
- The Sheriff's Office also has a canine that is trained to detect fentanyl and other narcotics in the mail before distribution.
- Due to pending litigations, the Sheriff's Office can't comment or answer specific questions at this time but open to return at a future date.

Commissioner Inquiries:

1. Provide data on how many letters are received annually at the correctional facilities. (Action for Sheriff's Office)
2. The contract with Smart Communications is publicly available. (County Attorney's Office)
3. Provide data on the amount of contraband entering the facilities since the switch to digital mail. (Action for the Sheriff's Office)
4. Provide clarity and information on the average age of employees and people in the jails, and quality of tablets. Additionally, an in-depth timeline of the mail scanning process and the longevity of scanned mail. (Action for Sheriff's Office)
5. Requested to know more information regarding knowing if Behavioral Health and Recovery Services (BHRS) has been contacted to assist with their services

In-Person Comments:

Deacon Lauren McCombs, Jose Reyes, Nancy Goodban

Public Comments via Zoom:

Bill Newell, Beth von Emster, Lourdest Best, Chester Best

7. MEETING FREQUENCY: DISCUSSION AND POSSIBLE MOTION: MEETING TO HAVE THE ICAC MEETINGS MONTHLY, BIMONTLY, OR QUARTERLY

Speakers: Chair Kalimah Salahuddin

- No motion taken. This item will be revisited at a future meeting.

Commissioner Inquiries:

1. Five commissioners' terms will end on June 30, 2026. (Action for Staff)
2. The June 3rd regular meeting will be cancelled per the upcoming retreat.
3. The commission may reschedule the Saturday June 6th Retreat. (Action for Staff)

In-Person Comments:

Nancy Goodban, Deacon Lauren McCombs, Jose Reyes

Public Comments via Zoom:

Lourdes Best

8. COMMISSIONER AND LIASION ANNOUNCEMENTS

None.

9. ADJOURNMENT

Meeting adjourned at 7:50 p.m.