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

September 2, 2026 **6:00 pm**

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).

1. CALL TO ORDER, ROLL CALL

Present:

Commissioners: Bill McClure Shirley Melnicoe, Kalimah Salahuddin, David Satterwhite, Rob Silano, James Simmons

Youth Liaison: Mateo Garcia

County Staff: Jennifer Castro, Jennifer Orellana, Deandra Lee, Brian Kulich, Adam Ely

Absent:

Commissioner: Reginald Duhé

Alternates: Alexis Lewis, Michelle Vilchez

2. GENERAL PUBLIC COMMENT

In-Person Comments:
Nancy Goodban, Deacon Lauren P. McCombs

Public Comments via Zoom:
X, Elsa Schafer

3. MOTION TO APPROVE AGENDA

Motion to approve the agenda.

Motion: McClure/ Second: Silano

Yes: 5 – McClure, Melnicoe, Salahuddin, Satterwhite, Silano, Simmons

No: 0

Absent: 1 - Duhé

Commission voted unanimously.

4. MOTION TO APPROVE MEETING MINUTES

Motion to approve meeting minutes for May 4, 2026, Regular Meeting and August 1, 2026, Special Meeting.

Motion: McClure/ Second: Silano

Yes: 5 – McClure, Melnicoe, Salahuddin, Satterwhite, Silano

No: 0

Abstain: 1 - Simmons

Absent: 1 - Duhé

Commission voted unanimously.

In-Person Comments:
None

Public Comments via Zoom:
None

5. MOTION: DISCUSS AUGUST 1, 2026, AND APPROVE THE WORKPLANS

Motion to approve the workplan and to maintain the existing meeting schedule.

- Improve the complaint process to make it more transparent and accessible.
  - Working Group: Shirley, Bill, and Kalimah
- Develop recommendations to improve the Sheriff's Office's current approach to responding to and supporting individuals experiencing mental health crises.
  - Working Group: Kalimah, Mateo, David and James
- Improve communication avenues for individuals who are incarcerated.
  - Working Group: Shirley, Bill, and Rob

Motion: McClure/ Second: Silano

Yes: 5 – McClure, Melnicoe, Salahuddin, Satterwhite, Silano

No: 0

Abstain: 1 - Simmons

Absent: 1 - Duhé

Commission voted unanimously.

Commissioner Inquiries:

1. Make the public aware on the process of submitting a complaint and have the information on this process on the ICAC website.
2. Have a tracking system to track the status of a complaint made.

In-Person Comments:

Nancy Goodban

Public Comments via Zoom:

None

6. DISCUSSION AND POSSIBLE MOTION: AMEND BYLAWS REGARDING MEETING FREQUENCY

Speaker: Kalimah Salahuddin

- No action taken.

In-Person Comments:

None

Public Comments via Zoom:

X

7. MOTION: ELECTION OF CHAIR AND VICE CHAIR

Motion to Elect Kalimah Salahuddin as Chair of the Independent Civilian Advisory Commission.

Motion: Silano/ Second: Satterwhite

Yes: 5 – McClure, Melnicoe, Salahuddin, Satterwhite, Silano, Simmons

No: 0

Absent: 1 - Duhé

Commission voted via roll call vote.

Motion to Elect Bill McClure as Vice-chair of the Independent Civilian Advisory Commission.

Motion: Silano/ Second: Simmons

Yes: 5 – McClure, Melnicoe, Salahuddin, Satterwhite, Silano, Simmons

No: 0

Absent: 1 - Duhé

Commission voted via roll call vote.

In-Person Comments:
Nancy Goodban

Public Comments via Zoom:
None

8. PRESENTATION: SAN MATEO COUNTY SHERIFF'S ACTIVITY LEAGUE

Speakers: Mason Lok

- Sheriff's Activity League (SAL) is a 501(c)(3) nonprofit focused on helping youth through mentorship, leadership, and supportive programs that strengthen relationships among youth, families, deputies, and the community while promoting early prevention of truancy, delinquency, and juvenile justice involvement.
- SAL's four main focus areas are building proactive relationships; supporting academic achievement; promoting health, wellness, and sports; and developing youth leadership through mentoring, social-emotional learning, career/college preparation, and community partnerships.
- SAL serves about 105 high school students in its Redwood City/North Fair Oaks cohort, as well as youth from other schools including Half Moon Bay and Pescadero;
- Youth join through peer referrals, schools, and community outreach, with plans to expand to Millbrae.
- SAL assesses each youth's immediate academic and personal needs, connects them with mental-health and crisis resources when needed, provides tutoring and support, and maintains long-term mentoring relationships.
- Youth can earn sponsored trips by maintaining good grades and participating in community service.
- SAL prepares youth for future success through leadership roles, community-service projects, internships, career exploration, job training, college preparation, and support with scholarships, recommendations, and college applications.
- Youth reportedly average approximately 125 hours of community service per person per year.
- Students have received partial and full college scholarships and local, state, and national PAL recognition.
- Youth have served local advisory boards and commissions, and other civic leadership opportunities.

- Highlighted the upcoming Food, Wine, and Heroes event at Peninsula Golf & Country Club on October 10, which supports the program and recognizes Youth of the Year.

Commissioner Inquiries:

1. None.

In-Person Comments:

None

Public Comments via Zoom:

X

9. COMMISSIONER REQUEST/ SUGGESTIONS FOR FUTURE AGENDA ITEMS

Commissioner suggestions:

- Provide an update on the Sheriff's Office Transparency Dashboard.
- Provide an update on the Sobering Center.
- Commissioners should send additional suggestions to County Staff two weeks prior to the meeting.

In-Person Comments:

None

Public Comments via Zoom:

None

10. COMMISSIONER AND LIASION ANNOUNCEMENTS

Commissioners:

- Mateo Garcia is a 20-year-old bioengineering student at College of San Mateo and member of the San Mateo County Youth Commission. He is serving as the ICAC youth liaison to better understand barriers facing youth—including poverty, immigration status, and substance abuse—and bring their concerns to the commission through his new Supporting Systems subcommittee.

11. COMMISSIONER AND LIASION ANNOUNCEMENTS

Speaker: Captain Fogarty

- Captain Fogarty has been appointed to be the Liaison to ICAC and will work with the Commission as the representative of the Sheriff's Office.
- Will coordinate to bring a presenter to speak on the Transparency Dashboard.
- Invites ICAC or a member of ICAC to the Sheriff's Office meetings with Fixin' San Mateo that occur once every 6 or 7 weeks.
- The Sheriff's Office is in the process of hiring an ombuds person who will help improve responsiveness and effectiveness of the complaint process related to the correctional facilities. Will collaborate with the sheriff's office to identify opportunities of

improvement and be a neutral resource for community members. Additionally, will conduct impartial reviews and recommend practical solutions.

In-Person Comments for Items 10 and 11:

None

Public Comments via Zoom for Items 10 and 11:

None

12. ADJOURNMENT

Meeting adjourned at 8:03pm.