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

October 7, 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: Reginald Duhé, Bill McClure, Shirley Melnicoe, David Satterwhite, Rob Silano, James Simmons

Alternates: Michelle Vilchez

Youth Liaison: Mateo Garcia

County Staff: Jennifer Castro, Jennifer Orellana, Adam Ely, Tara Heumann (via zoom)

Absent:

Commissioner: Kalimah Salahuddin

Alternates: Alexis Lewis

2. GENERAL PUBLIC COMMENT

In-Person Comments:
Deacon Lauren McCombs

Public Comments via Zoom:
Pat Willard

3. MOTION TO APPROVE AGENDA

Motion to approve the agenda.

Motion: Silano / Second: Vilchez

Yes: 7 – Duhé, McClure, Melnicoe, Satterwhite, Silano, Simmons, Vilchez

No: 0

Abstain: 0

Absent: 1 - Salahuddin

Commission voted unanimously.

4. MOTION TO APPROVE MEETING MINUTES

Motion to approve meeting minutes for September 2, 2026, Regular Meeting.

Motion: Silano/ Second: Simmons

Yes: 7 – Duhé, McClure, Melnicoe, Satterwhite, Silano, Simmons, Vilchez

No: 0

Abstain: 0

Absent: 1 - Salahuddin

Commission voted unanimously.

In-Person Comments:
None

Public Comments via Zoom:
None

5. BRIEF UPDATE ON THE SOBERING CENTER

Speaker: Adam Ely, Assistant County Executive

- The county's First Chance Sobering Center operated by StarVista closed on May 21, 2025, leading to increased jail use and costs.
- Depending on an individual's condition and circumstances, officers may arrange emergency medical care, a psychiatric hold, citation and release, detention, or sobering center placement.
- Individuals who are cooperative can recover in a designated lounge, while those who are uncooperative are housed in sobering or holding cells until sober and eligible for release.
- Correctional Health conducts hourly status checks, and staff conduct additional checks every 45–50 minutes for everyone in custody, including those undergoing booking.

- The County purchased the former sobering center site in Burlingame on May 5, 2026, issued a request for proposals in July, and is finalizing contract negotiations with a tentatively selected operator. This interim center is targeted to open in March 2027.
- The County plans to develop a permanent comprehensive recovery facility in Burlingame operated by Horizon Treatment Services. The facility will include 16 sobering beds, 17 detox beds, and 36 residential treatment beds.
- The project is supported by a $25 million state grant and $2.5 million in county opioid settlement fund.
- Plans to provide another update in January, following Board approval of the provider agreement, including a presentation on the provider's vision for the sobering center and an overview from Behavioral Health and Recovery Services on how the center will support the County's broader recovery and recidivism reduction efforts

Commissioner Inquiries:

1. Collect data on the increase in bookings associated with the loss of the sobering center

In-Person Comments:

None

Public Comments via Zoom:

None

6. PRESENTATION: TRANSPARENCY DATA DASHBOARD

Speakers:

Kimberly Honciano, Sheriff's Director of Technology Services
Gretchen Spiker, Sheriff's Director of Communications
Captain Fogarty, Sheriff's Office

- The Sheriff's Office discontinued the proposed vendor-designed Transparency Portal due to significant ongoing maintenance costs and limited mobile-device compatibility, opting instead for a more cost-effective and accessible solution.
- The portal is maintained in partnership with the County's Technology Services Department, supporting cross-department data sharing while maintaining data security and governance.
- The portal includes interactive dashboards. Users can explore charts, maps, and filters to examine data by location, crime type, and time period. A separate interactive crime map allows searches by address and customizable date ranges.
- Dashboards currently display quarterly data for April–June 2026. RIPA data is also reported monthly to the state.
- Some information, particularly eviction-related data, is limited to protect privacy.
- Calls-for-service data is provided by the County's Public Safety Communications Department and reflects Sheriff's Office jurisdictions, including contract cities such as Half Moon Bay and unincorporated areas; Public Safety Communications owns and shares the data with the Sheriff's Office.

- The data updates on a quarterly basis and currently looking to explore and adding historical information as well.

Commissioner Inquiries:

1. Pull Transparency Portal traffic analytics and share the engagement metrics with the commission.
2. Review ways to improve the Transparency Portal's visibility and accessibility, including clearly displaying the data year or reporting period.
3. Consider including a photo of the Sheriff on the website and better promote the Transparency Portal.
4. Interested to see the breakdown of the bookings by race for the 49% that are county residents.

In-Person Comments:

Nancy Goodban

Public Comments via Zoom:

Pat Willard

7. PRESENTATION: PROCESS FOLLOWING IN-CUSTODY DEATH

Speakers:

Captain Fogarty, Sheriff's Office
District Attorney's Senior Inspector Nicole Von Ghlan
Chief Deputy Coroner Elizabeth Ortiz

- The Board of State and Community Corrections (BSCC) reviews in-custody death investigations, issues recommendations, conducts follow-ups, and makes findings public.
- The Sheriff's Office must notify the California Department of Justice within 10 days of an in-custody death and post initial information on its website. Excluding pending coroner findings.
- An initial death review is conducted within 30 days, and the report is submitted to BSCC within 60 days.
- The review involves the Sheriff's Office, District Attorney's Office, County Counsel, Coroner's Office, facility leadership, and healthcare professionals to assess medical care and identify potential policy or procedural changes.
- The District Attorney's Office leads the investigation, coordinating with Sheriff's Office detectives, the Coroner's Office, forensic personnel, and the Sheriff's Professional Standards Bureau.
- A 2021 statewide report covering 2006–2020 placed San Mateo County among the lowest tiers for in-custody deaths, reporting an annualized rate of 0.9 deaths per 1,000 average daily population.
- Increased fentanyl use and an older incarcerated population with more complex medical needs were identified as factors affecting in-custody deaths; Narcan is available in the facility to address opioid overdoses.

- The Sheriff's Office revised its in-custody death reporting policy in 2024 to reflect regulatory changes.

Commissioner Inquiries:

1. None.

In-Person Comments:

Nancy Goodban

Public Comments via Zoom:

Eric Sapp

8. DISCUSSION: WORKPLANS

Speakers: Vice Chair McClure

- The commission discussed and made the following changes to the working group members.
    - Improve the complaint process to make it more transparent and accessible.
        - Working Group: Shirley, ~~Bill,~~ Michelle, 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,~~ Reginald, Bill, and Rob
- Alexis has not yet selected a working group.
- Commissioners were introduced to the 2027 Commission Calendar, which outlines meeting dates, agenda review meetings, and agenda posting dates.

Commissioner Inquiries:

1. None.

In-Person Comments:

None

Public Comments via Zoom:

None

9. COMMISSIONER REQUEST/ SUGGESTIONS FOR FUTURE AGENDA ITEMS

Commissioner suggestions:

- Explore alternating Commission meeting locations to encourage community engagement.
- Members discussed holding working sessions to facilitate open discussions on topics such as mental health and potentially collaborating with the Youth Commission.
- Address mental health considerations in law enforcement hiring, ongoing support for officers, and privacy limitations related to personnel matters and notable incidents.

- Provide an overview on the inmate tablet and mail contract, including contract scope, renewal timing, usage statistics, cost, and whether attorneys pay for communications with incarcerated people.

In-Person Comments:
None

Public Comments via Zoom:
None

10. COMMISSIONER AND LIAISON ANNOUNCEMENTS

Liaisons:

- **Kate Hester**: Announced she is the new Chief of Staff for Supervisor Corzo. Shared the 988 mental health crisis line run by Felton Institute.

County Staff:

- **Adam Ely**: The County has installed a free Narcan vending machine in the McGuire Correctional Facility lobby to help prevent fentanyl-related deaths and is exploring additional installations at high-traffic locations, including County Center and potentially BART stations, to expand public access and promote community safety.
- **Jennifer Orellana**: Invited everyone to join the October 21st Unity Walk for United Against Hate Week happening in front of 500 County Center from 4-5pm.

Commissioners:

- **Michelle Vilchez**: Monday, October 12, Innovate is hosting a family, community, and parent-led gathering in Half Moon Bay. Flyer will be shared to County staff to distribute to commissioners.

11. ANNOUNCEMENTS FROM THE SHERIFF'S OFFICE

No announcements.

12. ADJOURNMENT

Meeting adjourned at 8:34pm.