

MINUTES
CITIZENS' LAW ENFORCEMENT REVIEW BOARD MEETING
January 8, 2019

Attachment A

- Roll Call**
- The meeting was held at the County Administration Center and came to order at 5:32 p.m. All Board members were present except Jordan Gascon, Darrel Harrison and Robert Spriggs.
- Public Comments**
- N/A
- Minutes Approval**
- The December 2018 meeting minutes were approved by motion by Sandra Arkin and seconded by James Lasswell.
- Presentation/Training**
- N/A
- Executive Officer's Report**
- Overview of Activities of CLERB Executive Officer and Staff Since Last Meeting
 - On December 6th, Aron Hershkowitz attended the Public Safety Group Leadership meeting at the Probation Training Center.
 - On December 13th, Mr. Hershkowitz attended the monthly Chief Administrative Officer Leadership.
 - On December 18th, Mr. Hershkowitz met with County representatives and the property manager of CLERB's current office building. We toured the new potential space located in suite 220 and we will be moving forward to modify our lease and occupy the space in the next couple of months.
 - Tamicha Husband will not be leaving CLERB and will continue in her role as the Administrative Secretary III.
 - Interim Executive Officer, Aron Hershkowitz, will be leaving CLERB and his last day will be on January 30th, 2019.
 - Investigative Workload Report for December
 - There were 12 new cases (as compared to 14 for December 2017).
 - At the end of December there were 85 active cases (2 in "lodged" status and 83 open and active and two of the filed cases have POBR tolling exemptions)
 - There were 33 open death cases.
 - CLERB had documents for 15 cases and was awaiting documents on the remaining 18.
 - There were two new death cases in December (Both were in custody deaths)
- Board Chair's Report**
- I would like to acknowledge the staff: Lynn Setzler, Lenore Aldridge, and Tamicha Husband. I would like to thank Aron Hershkowitz for his service as a Special Investigator with CLERB from March 16, 2018 until now, and more recently for stepping into the role of Interim Executive Officer from September 7, 2018 through January 30, 2019. I would like to acknowledge the Sheriff's Department liaison, the Probation Department staff and County Counsel. I would like to thank the Chair and Vice Chair for their service to CLERB. I would like to give a special thanks to Delores Chavez-Harmes for serving on the Executive Officer Selection Committee through the last two selections. We were very fortunate to receive great candidates. On behalf of the Board, I would like to give a special thanks to the Chair, Ms. Arkin, who was instrumental in moving forward the Board Policy and Procedures, as well as, the Rules and Regulations.
 - The CLERB Officers this year are: Chair – Kim-Thoa Hoang, Vice Chair – Jordan. Gascon, and Secretary, Susan Youngflesh.
 - I had a transition meeting with Ms. Arkin and Mr. Hershkowitz on January 8, 2019.
 - As a reminder, the tour of the Medical Examiner's Officer is scheduled for Thursday, January 10, 2019, at 1pm.
 - I plan to meet with the CLERB Executive Officer and the staff at least once per month before each regularly scheduled CLERB meeting.
 - I would like to attend the meetings held between CLERB and the Sheriff's Department Liaison. I will try to get those dates in advance of the meetings, so I may extend the invitation to you.
 - If you have ideas/agenda items, please provide those to the CLERB Executive Officer as opposed to the Chair.
 - Lastly, I will try to be diligent with Media responses and include the PSG media contact as a courtesy.

- o Mr. Lasswell: Just to clarify, if there is a conversation between the chair and a board member, there is no Brown Act violation.
- o County Counsel: That is correct, however, we would like to stay as far away from that as possible.

New Business

- N/A

Unfinished Business

- Update on the Rules and Regulations
 - The Ordinance was adopted on consent and will be effective in 30 days.
 - There has been no update regarding the Meet and Confer. We hope to have an update at the next meeting.
- Update regarding the Executive Officer (EO) Search
 - There is no new information regarding the candidate who is still pending background clearance.
 - We were hoping to announce the candidate and give a start date of January 18, 2019.

Board Comments

- Lourdes Silva: Is there any way that we can check with HR to inquire about what can be done to speed up the process for hiring the Executive Officer?
- Ms. Hoang: We have had daily contact with the Public Safety Group Human Resources Manager; unfortunately, it is out of their hands.

Sheriff/Probation Liaison Query

- Ms. Hoang: If a deputy responds to a scene, finds an individual under the influence and arrests him, and then a person makes a complaint to the deputy, requesting to place such individual under citizen's arrest for another charge, does the deputy have to receive a signed citizen's complaint form before taking the individual into custody?
- Lieutenant Gilmore: According to policy, the deputy would need the documentation to arrest the individual in question.
- Ms. Hoang: Does this apply if the deputy is already in the process of arresting the individual?
- Lieutenant Gilmore: Yes, there needs to be documentation in order for the deputy to arrest the individual on the second charge.

The Board entered closed session at 5:54 p.m.

Closed Session

- a) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Discussion & Consideration of Complaints & Reports: Pursuant to Government code Section 54957 to hear complaints or charges brought against Sheriff or Probation employees by a citizen (unless the employee requests a public session). Notice to government Code Section 54957 for deliberations regarding consideration of subject officer discipline recommendation (if applicable).

CASE NO.	LAST NAME	CASE NAME	LAST NAME
17-033	Koornwinder	17-066A	Stevensen
18-012	Underwood		

The meeting was adjourned at 6:14 p.m.

Minutes prepared by Tamicha Husband, Administrative Secretary


 ARON HERSHKOWITZ
 Interim Executive Officer


 SUSAN N. YOUNGFLESH
 Secretary to the Board