

- Roll Call**
- The meeting was held at the County Administration Center and came to order at 5:31 p.m. All Board members were present except Susan Youngflesh, Michael Flitterman and Gary Wilson.
- Public Comments**
- There were no public comments.
- Minutes Approval**
- Eileen Delaney made a motion to approve the November 2019 meeting minutes. The motion was seconded by Robert Spriggs.
- Presentation/Training**
- N/A
- Executive Officer's Report**
- Overview of Activities of CLERB Executive Officer and Staff
 - Sergeant Aaron Meleen arranged tours for CLERB Board Members and Staff of the Vista Detention Facility on November 8, 2019, and the George Bailey Detention Facility on November 15, 2019.
 - New Board Members met with Undersheriff Michael Barnett on November 25, 2019, and with the Probation Department Executive Team on November 27, 2019.
 - As a reminder the Sheriff's Department is hosting a Pro-Straint Chair Training on Monday, January 13, 2020, from 8-4. There are currently two attendees scheduled. We need a minimum of three participants.
 - The next jail inspection subcommittee will be held on December 16, 2019, at 11:30.
 - As a reminder the next three CLERB Board meetings will be held at the County Operations Center. This information is available on the CLERB website.
 - Staff received seven new cases during the month of November 2019, while sixteen were closed. There are currently eighty-eight open investigations. There are seven cases in which a signed complaint has not been received, leaving staff with eighty-one open and active investigations. There are currently thirty-one death investigations. Documentation has been received for twenty-four of those cases, leaving seven cases pending documentation.
 - New allegations against the Sheriff's Department include illegal search and seizure, false arrest, false reporting, and misconduct/procedure.
 - There were no new allegations against the Probation Department.
- Board Chair's Report**
- As a reminder the elections for the 2020 CLERB Officers will be held in **January 2020**. Nominations should be provided to Lourdes Silva.
- New Business**
- Decedents names in death investigations
 - The possibility of removing decedents names from CLERB's documentation was discussed. The CLERB Board was informed that the decedents names and cause of death are public records. It was concluded that in an effort to maintain the goal of transparency, this public information shall continue to be disclosed by CLERB.
 - CLERB Investigatory staff needs
 - As the caseload has not increased significantly in the last ten years, there is no evidence to justify the addition of a new investigative staff member. A third investigator position was added in 2018.
 - Commendations to Sheriff and Probation employees
 - There was discussion regarding whether CLERB should be involved in giving commendations to Sheriff and Probation Department employees. It was decided to follow the Chain of Command in an email to inform the Command Staff of the deputies' actions.
 - Definition of CLERB Findings
 - There was discussion regarding reading and understanding CLERB allegations and findings. CLERB Investigative Staff analyze the actions taken by deputies against the policies and determine findings. Based on investigations completed by CLERB Staff, allegations fall into one of the five categories of findings:
 - **Unfounded:** The evidence shows that the alleged act or conduct did not occur.
 - **Not Sustained:** There was insufficient evidence to either prove or disprove the allegation.
 - **Action Justified:** The evidence shows that the alleged act or conduct did occur but was lawful justified and proper.
 - **Sustained:** The evidence supports the allegation and the act or conduct was not justified.
 - **Summary Dismissal:** The Review Board lacks jurisdiction or the complaint clearly lacks merit.
 - There was discussion about developing a subcommittee to review the findings categories. The interested members include Ms. Silva, Michael Gray, Ms. Delaney and a CLERB Investigator.
- Unfinished Business**
- CLERB Rules and Regulations adoption
 - The Board of Supervisors adopted the CLERB Rules and Regulations on December 10, 2019.
 - Jail Inspection Subcommittee Update
 - The guidelines have been revised and the document has been finalized. The next meeting will be held on December 16, 2019; Sergeant Meleen has been invited to attend this meeting. The

meeting will include reviewing the guidelines and determining actions of the investigative team. The goal is complete the first jail inspection in February 2020.

Board Comments

- There were no board member comments.

**Sheriff/Probation
Liaison Query**

- Gary Brown asked if urine or blood analyses are completed to check for various drugs when individuals are booked. Sergeant Meleen stated that those tests are not a matter of routine, however, a medical screening is performed by medical staff and they have protocols in place to ensure an individual's safety. Mr. Brown asked the reasoning behind not performing these tests. Sergeant Meleen provided an overview of the legal requirements to drawing an individual's blood.
- Mr. Brown asked if there was a management tool to track the recommendations of the technical report published by The National Commission on Correctional Health Care. Sergeant Meleen stated that the Sheriff's Department issued a statement regarding those recommendations. Mr. Brown asked if the statement could be provided to the CLERB Board, as well as, any follow-up. Sergeant Meleen stated that he would arrange to have a representative speak to the CLERB Board. Mr. Brown asked if sworn, non-sworn and medical staff meet after a death as per one of the recommendations in this report. Sergeant Meleen stated that those meetings occur and fall under the Critical Incident Review Board. Mr. Brown asked if post-mortem psychological autopsies are completed after suicides. Sergeant Meleen stated that he would check and get back to the CLERB Board.
- Mr. Brown discussed the American Civil Liberties (ACL) Review Report.
- Ms. Silva asked for clarification regarding not completing blood draws on individuals brought into custody. Sergeant Meleen stated the Penal Code and established case law are very clear on what actions can be taken. Ms. Silva asked if the reason for not testing was California Law or if the Sheriff's Department is following best practices. Sergeant Meleen stated that established case law applies in these situations.
- Mr. Ware asked about the policy regarding the frequency of cell checks. Sergeant Meleen stated it would depend on the housing module.
- Mr. Brown asked the name of the cell an individual would be placed in if they were thought to be suicidal. Sergeant Meleen listed the three types and stated it would depend on the severity and the recommendations from the psychiatrists. Mr. Brown asked which cells are most frequently observed. Sergeant Meleen stated the safety cells which are observed every 15 minutes by deputies, which is in addition to the onsite nursing staff.

The Board entered closed session at 6:36 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).

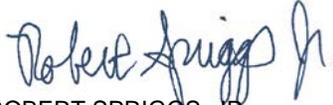
CASE NO.	LAST NAME	CASE NAME	LAST NAME
18-086	Yarborough	19-004	Haywood
18-113	Vincent	19-005	Buften-Alvarez
18-124	Jefferson	19-006	Briggs
18-133	Athos	19-014	Haywood
18-141	Bryson		

The meeting was adjourned at 7:07 p.m.

Minutes prepared by Tamicha Husband, Administrative Secretary



JULIO ESTRADA
Executive Officer



ROBERT SPRIGGS, JR.
Secretary to the Board