

- Roll Call**
- The meeting was held at the County Operations Center and came to order at 5:30 pm. All Board members were present.
- Public Comments**
- There were no public comments.
- Minutes Approval**
- Michael Flitterman made a motion to approve the December 2019 meeting minutes. The motion was approved unanimously.
- Presentation/Training**
- There was no presentation.
- Executive Officer's Report**
- Overview of Activities of CLERB Executive Officer and Staff
 - Holly Porter replaced Ronald Lane as the new Deputy Chief Administrative Officer for the Public Safety Group. She brings years of experience as the Director of the Office of Emergency Services.
 - Executive Officer Julio Estrada attended a training hosted by the California State Association of Counties entitled *Leadership by Values* on December 13, 2019.
 - The Probation Department is offering two spots for the 2nd Annual Citizens' Academy. The academy runs from March 4–April 22, 2020, each Wednesday from 6:30 pm to 9:30 pm.
 - CLERB expressed appreciation to Sergeant Aaron Meleen for coordinating the Pro-Strait Chair training.
 - CLERB's bandwidth was expanded to accommodate Body Worn Camera footage.
 - As a reminder, the next two CLERB Board meetings will be held at the County Operations Center. The website has been updated with this information.
 - A response from the SDSD for the Sustained Finding in CLERB Case 18-141 was received.
 - Staff received 19 new cases during the month of December 2019, while 20 were closed. There are currently 90 open investigations. There are nine cases in which a signed complaint has not been received, leaving staff with 81 open and active investigations. There are currently 28 death investigations. Documentation has been received for 25 of those cases, leaving three cases pending documentation.
 - New allegations against the Sheriff's Department include criminal conduct, illegal search and seizure, excessive force, false arrest, false reporting, and misconduct to include harassment, procedure, and retaliation.
 - New allegations against the Probation Department include false arrest, illegal search and seizure, and misconduct/procedure.
- Board Chair's Report**
- Board Members are encouraged to take part in the Probation Department's Citizens' Academy. There is currently one volunteer.
 - The Board Chair expressed appreciation to Sergeant Aaron Meleen and Supervising Probation Officer Brian Barnum for being available to CLERB.
- New Business**
- 2020 CLERB Officers Election
 - The nominating committee submitted the following nominations:
 - Chair – Susan Youngflesh and Michael Flitterman
 - Vice Chair – Darrel Harrison
 - Secretary – Robert Spriggs
 - The vote was unanimous, and the motion carried. The slate of 2020 Officers was approved as listed below.
 - Chair – Susan Youngflesh
 - Vice Chair – Darrel Harrison
 - Secretary – Robert Spriggs
 - Board of Supervisors Minute Order
 - According to the Board of Supervisors Minute Order #6, dated December 10, 2019, the Board of Supervisors approved the amendments to the CLERB Rules and Regulations.
- Unfinished Business**
- Jail Inspection Subcommittee Update
 - The subcommittee met on January 10, 2020. The subcommittee presented the Division of Inspectional Services (DIS) representatives with a list of items to inspect, which was provided to the Detention Services Bureau (DSB) staff.
 - The first inspection is scheduled to occur on February 14, 2020.
 - The Sheriff's Department will host a presentation for those involved in conducting jail inspections. Attendance is strongly recommended. There was discussion regarding the topics to be discussed during this training, including the list of questions presented by the subcommittee.
 - The next subcommittee meeting will be held on January 29, 2020, at 12 pm, at the CLERB office. This is a brown bag lunch meeting.
- Board Comments**
- Eileen Delaney discussed her attendance at the Pro-Strait Chair training.

**Sheriff/Probation
Liaison Query**

- Robert Spriggs discussed the jail tour and voiced a concern regarding cover calls and sufficient staffing. Sergeant Aaron Meleen stated that safety is one of the Sheriff's utmost priorities. Sergeant Aaron Meleen discussed staffing as it relates to Robert Spriggs' concern.
- Eileen Delaney asked if there are circumstances in which deputies may deviate from policy. Sergeant Aaron Meleen stated that he would refer to the Executive Order in the Policies and Procedures Manual. <https://www.sdsheriff.net/documents/pp/pp-20160321.pdf> If at any time deputies deviate from policy, they must provide justification for doing so in their report.
- Lourdes Silva asked about the closed-circuit camera inspection schedule and how long videos are kept. Sergeant Aaron Meleen stated the various reasons why videos may not be available and that each individual facility has their own retention schedule.
- Susan Youngflesh asked if the retention schedules were based on incidents. Sergeant Aaron Meleen stated that certain incidents require immediate retention.
- Susan Youngflesh asked if camera malfunctions would be noted. Sergeant Aaron Meleen stated that a log entry would be made at the time of testing.
- Gary Wilson asked if cost was a factor in the facilities having different retention schedules. Sergeant Aaron Meleen stated that he would provide a copy of the retention schedule to the Board. Sergeant Aaron Meleen stated that he would provide the request to the DSB so the retention information may be included in the presentation for those conducting jail inspections.
- Robert Spriggs asked how the videos are stored. Sergeant Aaron Meleen stated that various media storage devices are used.
- Tim Ware asked what deputies are trained to do when transitioning during a cover call and when they would activate their camera. Sergeant Aaron Meleen stated that the cameras in the detention facilities run 24-hours a day and that deputies in the detention facilities do not wear body worn cameras. In addition, if a field deputy is responding to a cover call, they would activate their body worn camera when they get the call or upon arrival.
- Lourdes Silva asked why deputies do not wear body worn cameras inside the detention facilities. Sergeant Aaron Meleen stated that this was due to privacy issues.

The Board entered closed session at 6:13 pm.

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
18-117	Martinez	19-023	Bolden
18-146	Haywood	19-039	Johnson
19-003	Rosales	19-124	Straight
19-022	White	19-147	Traber

The meeting was adjourned at 7:13 p.m.

Minutes prepared by Tamicha Husband, Administrative Secretary


JULIO ESTRADA
Executive Officer


ROBERT SPRIGGS, JR.
Secretary to the Board