

**MINUTES
FEBRUARY 22, 2018
PUBLIC SAFETY TASK FORCE
REGULAR MEETING**

Chair John Hirokawa called the regular meeting to order at 6:06 p.m.

ROLL CALL

PRESENT: Members Ray Cosyn, John Hirokawa, Rebecca Jepsen, Chuck Page
ABSENT: Member Sudip Ghosal
ALSO PRESENT: Crystal Bothelio, Deputy City Manager
Lt. Marc Lehmann, Santa Clara County Sheriff's Office
Michael Taylor, Recreation & Facilities Director
Jeff Walker, Saratoga CERT

REPORT ON POSTING OF THE AGENDA

Deputy City Manager Crystal Bothelio reported that the agenda for this meeting was properly posted on February 15, 2018.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

None

AGENDA ITEMS:

1. Joint Meeting with Saratoga CERT Leadership

Recommended Action:

Open joint meeting with the Saratoga CERT Leadership, introduce Task Force and CERT leadership members to each other. Consider opportunities for collaboration between CERT and the Task Force and/or Neighborhood Watch. Discuss the Neighborhood Watch leaders/CERT gathering planned for April 2018.

The Public Safety Task Force provided an overview of the Neighborhood Watch Gathering, the reasons for the desire for a gathering between Neighborhood Watch leaders and CERT members, and expressed an overall desire to create more synergy between the two groups.

Jeff Walker and Recreation and Facilities Director Michael Taylor shared information about the rules and regulations that impact CERT, as well as the CERT structure and organization in the City of Saratoga.

The group discussed some of the primary disaster concerns in Saratoga.

Jeff Walker suggested that the meeting start with a brief overview of both Neighborhood Watch and CERT, so that attendees understand the basic structure and responsibilities of both groups.

The Task Force confirmed that there is agreement on holding the Neighborhood Watch/CERT Gathering on April 21, 2018 at Saratoga Prospect Center from 5:00 p.m. to 7:30 p.m. The group also agreed to conduct small group discussions with one member of the Public Safety Task Force and CERT Leadership with each group to help guide discussions. There was also consensus on the list of small group instructions and discussion questions.

2. Public Safety Task Force Minutes

Recommended Action:

Review and approve draft minutes from the January 25, 2018 meeting.

PAGE/JEPSEN MOVED TO **APPROVE DRAFT MINUTES FROM THE JANUARY 25, 2018 MEETING.** MOTION PASSED. AYES: COSYN, HIROKAWA, JEPSEN, PAGE. NOES: NONE. ABSTAIN: NONE. ABSENT: GHOSAL.

3. Public Safety Metrics

Recommended Action:

Review monthly update to public safety metrics. Metrics will be provided at the meeting.

The Task Force discussed recently crime trends, including identity theft, mail theft, and recent residential burglaries.

4. Commission Work Plan Study Session

Recommended Action:

Discuss the March 5, 2018 Work Plan Study Session with the City Council.

The Task Force discussed the logistics of the Work Plan Study Session and agreed to add the date of the Neighborhood Watch/CERT Gathering in the Draft Work Plan.

5. Public Safety Postcard

Recommended Action:

Provide feedback on the May public safety postcard.

The Task Force reviewed the postcard, directed staff to prioritize tips based on importance and provided direction on order, and requested that the postcard clarify that solicitors should have City issued photo ID badges instead of using the word permit. The Task Force approved the postcard with the requested changes.

6. Neighborhood Watch Brochure

Recommended Action:

Provide feedback on draft Neighborhood Watch brochure.

The Task Force discussed Neighborhood Watch orientations that are not conducted by the City or Sheriff's Office.

Task Force Member Cosyn left the meeting at 7:17 p.m.

The Task Force provided revisions to the brochure for staff to implement and then directed staff to make the brochure publicly available.

7. Future Agenda Items

Recommended Action:

Consider agenda items for upcoming meetings. The next meeting is on March 22, 2018.

Neighborhood Watch Registration and Guidelines

ADJOURNMENT

Chair Hirokawa adjourned the meeting at 7:29 p.m.

Minutes respectfully submitted:

Crystal Bothelio, Deputy City Manager
City of Saratoga