

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

Chair John Hirokawa called the regular meeting to order at 6:14 p.m. in the City Hall Administrative Conference Room at 13777 Fruitvale Avenue in Saratoga.

ROLL CALL

PRESENT: Members Ray Cosyn, John Hirokawa, Chuck Page
ABSENT: Members Sudip Ghosal, Rebecca Jepsen (excused)
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 March 16, 2018.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

None

AGENDA ITEMS:

1. Public Safety Task Force Minutes

Recommended Action:

Review and approve draft minutes from the February 22, 2018 meeting.

PAGE/COSYN MOVED TO **APPROVE DRAFT MINUTES FROM THE FEBRUARY 22, 2018 MEETING.** MOTION PASSED. AYES: COSYN, HIROKAWA, PAGE. NOES: NONE. ABSTAIN: NONE. ABSENT: GHOSAL, JEPSEN.

2. Public Safety Metrics

Recommended Action:

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

Lieutenant Marc Lehmann provided an overview of trends and data from February 2018.

3. Commission Work Plan Study Session Debrief

Recommended Action:

Discuss and review the Commission Work Plan Study Session on March 5, 2018, including implementation of City Council direction.

The Task Force discussed the Commission Work Plan Study Session and items that the City Council added to the Work Plan.

4. Neighborhood Watch Registration and Guidelines

Recommended Action:

Discuss the registration process for new Neighborhood Watch groups and guidelines for existing groups; develop and consider recommendations for improvement.

The Task Force discussed the registration process and guidelines for existing groups.

PAGE/COSYN MOVED TO **RECOMMENDED MODIFYING THE NEIGHBORHOOD WATCH REGISTRATION PROCESS BY PROHIBITING OVERLAPPING BOUNDARIES FOR NEW NEIGHBORHOOD WATCH GROUPS; REQUIRING AN ORIENTATION WITH THE SHERIFF'S OFFICE OPEN TO ALL HOUSEHOLDS IN A NEW NEIGHBORHOOD WATCH GROUP; DEMONSTRATING A MAJORITY OF HOUSEHOLDS HAVE BEEN ENGAGED PRIOR TO REGISTRATION; AND DEFINING A PLAN OR METHOD FOR COMMUNICATIONS IN THE NEIGHBORHOODS WATCH GROUP AS PART OF THE REGISTRATION PROCESS. THE TASK FORCE FURTHER RECOMMENDED HOLDING QUARTERLY NEIGHBORHOOD WATCH INTRODUCTORY MEETINGS THAT ARE OPEN TO THE PUBLIC AND CREATING A NEIGHBORHOOD WATCH MENTORSHIP THAT CONNECTS EXPERIENCED NEIGHBORHOOD WATCH LEADERS WITH NEW LEADERS. THE TASK FORCE ALSO RECOMMENDED THAT EXISTING GROUPS HOLD AT LEAST 1 SOCIAL GATHERING TO BE ELIGIBLE FOR NEIGHBORHOOD WATCH GRANT FUNDING; NEIGHBORHOOD WATCH LEAD GATHERINGS BE CONDUCTING AT LEAST ONCE A YEAR; CONTINUATION OF IMPROVED, REGULAR CITY COMMUNICATIONS; CONTINUATION OF EFFORTS TO PROMOTE COLLABORATION BETWEEN NEIGHBORHOOD WATCH AND CERT; AND CREATION OF A NEIGHBORHOOD WATCH GUIDE.** MOTION PASSED. AYES: COSYN, HIROKAWA, PAGE. NOES: NONE. ABSTAIN: NONE. ABSENT: GHOSAL, JEPSEN.

5. Neighborhood Watch/CERT Gathering

Recommended Action:

Receive update on Neighborhood Watch/CERT Gathering, confirm attendance at the event and event logistics, and provide feedback.

The Task Force discussed the Gathering. The Task Force suggested removing question 1 from discussion topics and requested staff to see if Mayor Mary-Lynne Bernald is available to provide welcoming remarks.

6. Saratoga Safety Fair

Recommended Action:

Receive update on Saratoga Safety Fair and provide feedback.

The Task Force discussed the Saratoga Safety Fair.

7. Future Agenda Items

Recommended Action:

Consider agenda items for upcoming meetings. The next meeting is on April 26, 2018.

The Task Force reviewed the agenda planner, no changes were requested.

ADJOURNMENT

Chair Hirokawa adjourned the meeting at 7:09 p.m.

Minutes respectfully submitted:

Crystal Bothelio, Deputy City Manager
City of Saratoga