

**MINUTES
APRIL 26, 2018
PUBLIC SAFETY TASK FORCE
REGULAR MEETING**

Chair John Hirokawa called the meeting to order at 6:08 p.m. in the City Hall Administrative Conference Room at 13777 Fruitvale Avenue in Saratoga.

ROLL CALL

PRESENT: Members Ray Cosyn, John Hirokawa, Rebecca Jepsen, Chuck Page
ABSENT: None
ALSO PRESENT: Crystal Bothelio, Deputy City Manager
Captain Rich Urena, Santa Clara County Sheriff's Office

REPORT ON POSTING OF THE AGENDA

Deputy City Manager Crystal Bothelio reported that the agenda for this meeting was properly posted on April 18, 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 March 22, 2018 meeting.

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

2. Public Safety Metrics

Recommended Action:

Review monthly update to public safety metrics.

Captain Urena discussed activity near Prospect High School and the monthly update to the public safety metrics.

3. Neighborhood Watch Registration and Guidelines

Recommended Action:

Review recommended changes to the registration process for new Neighborhood Watch groups and guidelines for existing groups; consider additional recommended changes.

The Task Force reviewed Neighborhood Watch registration and guideline recommendations from the March 2018 meeting. The consensus of the Task Force was to allow existing Neighborhood Watch groups to apply for grant, even if they have not held a social gathering in the prior year.

JEPSEN/COSYN MOVED TO **AMEND THE NEIGHBORHOOD WATCH GRANT AGREEMENT FORM TO STATE THAT APPLICANTS CAN APPLY AND RECEIVE A GRANT OF UP TO \$300 BEFORE HOLDING A NEIGHBORHOOD SOCIAL GATHERING.** MOTION PASSED. AYES: COSYN, HIROKAWA, JEPSEN, PAGE. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

JEPSEN/COSYN MOVED TO **ADD A QUESTION NEIGHBORHOOD WATCH GRANT AGREEMENT FORM ASKING HOW APPLICANTS INTEND TO USE THE GRANT.** MOTION FAILED. AYES: COSYN, JEPSEN. NOES: HIROKAWA, PAGE. ABSTAIN: NONE. ABSENT: NONE.

JEPSEN/COSYN MOVED TO **REQUIRE NEIGHBORHOOD WATCH GROUPS TO HOLD 1 SOCIAL GATHERING PER YEAR TO REMAIN ACTIVE AND REGISTERED.** MOTION PASSED. AYES: COSYN, HIROKAWA, JEPSEN, PAGE. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

4. Neighborhood Watch Lead Survey

Recommended Action:

Discuss survey of Neighborhood Watch leads.

The Task Force discussed the Neighborhood Watch lead survey. The Task Force requested that responses to question 6 be limited to yes or no. Participants that select yes should then be prompted to answer the question, "How have you used the grant funds?" The Task Force also requested that responses to question 7 be limited to weekly, monthly, quarterly and other with the option to provide additional information.

5. Neighborhood Watch/CERT Gathering Debrief

Recommended Action:

Discuss the Neighborhood Watch/CERT Gathering on April 21, 2018 and outcomes of the event.

The Task Force discussed the Neighborhood Watch/CERT Gathering and reviewed the outcomes captured by staff. The Task Force requested additional information about how Neighborhood Watch groups may request a Personal Emergency Preparedness course for their neighborhood.

6. Saratoga Safety Fair

Recommended Action:

Receive update on Saratoga Safety Fair and provide feedback.

The Task Force discussed the Safety Fair and requested an additional presentation on self-defense and personal safety specifically for women, seniors, and children, as well as a presentation titled, “How to Recover from Loss” on the recovery process following a theft or disaster.

7. Future Agenda Items

Recommended Action:

Consider agenda items for upcoming meetings. The next meeting is on May 24, 2018.

Vice Chair Page shared he would be unable to attend the May meeting.

Chair Hirokawa excused the absence.

ADJOURNMENT

Chair Hirokawa adjourned the meeting at 7:51 p.m.

Minutes respectfully submitted:

Crystal Bothelio, Deputy City Manager
City of Saratoga