

**MINUTES
AUGUST 23, 2018
PUBLIC SAFETY TASK FORCE
REGULAR MEETING**

Chair John Hirokawa called the meeting to order at 6:13 p.m. in the Linda Callon Conference Room at City Hall at 13777 Fruitvale Avenue in Saratoga.

ROLL CALL

PRESENT: Chair John Hirokawa, Members Ray Cosyn, Rebecca Jepsen
ABSENT: Vice Chair Chuck Page (excused), Member Arun Venkatachar (excused)
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 August 17, 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 July 26, 2018 meeting.

JEPSEN/COSYN MOVED TO **APPROVE DRAFT MINUTES FROM THE JULY 26, 2018 MEETING.** MOTION PASSED. AYES: COSYN, HIROKAWA, JEPSEN. NOES: NONE. ABSTAIN: NONE. ABSENT: PAGE, VENKATACHAR.

2. Public Safety Metrics

Recommended Action:

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

Captain Rich Urena provided an update on the public safety metrics from July, which included 3 residential burglaries and 4 commercial burglaries.

3. Public Safety Task Force Transition Plan

Recommended Action:

Continue development of a transition plan and final recommendations to the City Council, as directed by the City Council at the March 2018 Work Plan Study Session.

Task Force Member Jepsen recommended that the City create a new, formalized orientation program for new Neighborhood Watch groups that is led by a member of a team of trained individuals, which could include staff, Task Force Members, and/or City volunteers. The orientation could include information on how to form a new group, keep existing groups active, and other best practices.

Chair Hirokawa and Task Force Member Cosyn concurred with the recommendation.

The Task Force revisited past discussions on the continuation of the Task Force compared to formation of a Commission. Chair Hirokawa, Task Force Member Cosyn, and Task Force Member Jepsen concurred on continuation of the Task Force with new membership.

Task Force Member Cosyn recommended sending a message from the Mayor to each Neighborhood Watch lead to express appreciation for their efforts. Task Force Member Jepsen concurred.

Chair Hirokawa noted that the data shows the effectiveness of the Task Force and that the Neighborhood Watch gatherings have been well attended.

Task Force Member Jepsen commented on the Task Force's achievements, including pulling CERT and Neighborhood Watch together, the Safety Fair, and the postcards. She recommended continuing all exiting efforts initiated by the Task Force.

The Task Force requested that the Transition Plan be presented to the City Council on November 7, 2018.

4. Neighborhood Watch Lead Gathering

Recommended Action:

Discuss and develop plans for the Neighborhood Watch Lead Gathering, scheduled for October 4, 2018 in the Joan Pisani Community Center Multipurpose Room.

The Task Force requested a summer of crime trends over the last few years.

Task Force Member Cosyn recommended a presentation from the County Fire Department. The Task Force concurred and requested that 15 minutes be added to the program for the new Fire Chief by reducing the amount of time for small group discussions.

The Task Force discussed the small group discussion topics and agreed on the following topics:

1. How long has your group existed?
2. How many homes are in your group?

3. What, if any, struggles did you have getting started?
4. What, if any, struggles do you have communicating?
5. What are you doing to keep your group active?
6. What are the biggest challenges you face?
7. How have things changed for your group in the last year?
8. What do you need from the City and how can the Public Safety Task Force help?

The Task Force requested that the Mayor provide opening remarks at the beginning of the event.

5. Future Agenda Items

Recommended Action:

Consider agenda items for upcoming meetings. The next meeting is on September 27, 2018.

The Task Force agreed to cancel the September meeting and schedule a special meeting on October 4, 2018 at 5:00 p.m. to discuss the Public Safety Task Force Transition Plan.

ADJOURNMENT

Chair Hirokawa adjourned the meeting at 7:49 p.m.

Minutes respectfully submitted:

Crystal Bothelio, Deputy City Manager
City of Saratoga