



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)  
COUNCIL CHAMBER**

*Minutes*

*January 3, 2017*

*Regular Meeting – 6:00 P.M.*

**A. CALL TO ORDER**

The meeting was called to order at [6:00:45 PM](#).

**B. PLEDGE OF ALLEGIANCE**

Secretary Tony Gonzales led the flag salute.

**C. ROLL CALL**

Present: Chairperson Jeanne Adams, Vice Chair Sue Simpson, Secretary Tony Gonzales,  
Committee Member JoAnn Mares, Committee Member James Miser

Absent: None

**D. CEREMONIAL ITEMS**

None

**E. PUBLIC PARTICIPATION**

Daniel Martinez, newly elected Council Member to District 3, introduced himself to the Committee and commended them for their good work.

**F. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

The Committee by motion of Vice Chair Simpson approved the agenda as presented. The motion was seconded by Committee Member Miser and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES, MISER

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

**G. CONSENT CALENDAR [6:04:23 PM](#)**

1. SUBJECT: POSTPONED - Minutes for the December 5, 2016 meeting.

The Committee by motion of Committee Member Mares postponed approval of the minutes and requested corrections. The motion was seconded by Vice Chair Simpson and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES, MISER  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

Corrections requested are as follows:

E. Public Participation

Page 1

- correct Valdez to Valadez
- add "Doctor" to Jerry Valadez
- capitalize "Academy"

Page 2

- add "Sanger's Sam Academy and Wilson Elementary received national Ed Source and Huffington Post publicity and recognition for Wilson's "Makerspace" approach to increasing learning and achievement. English learners, underserved, and at-risk students solve problems, develop skills, communicate and journal while making hands-on science projects."

H-2. Measure S Grants

Page 3

- change "new position" to "job description revision"

Page 4

- clarify that Member Miser's comment that the Committee is capping grants at \$125,000 but all the monies received every year from sales tax is not being spent
- correct "but sign-in sheets" to "by sign-in sheets"

Page 7

- change "grant administrator position" to "grant administrator responsibility"
- change "criteria" to "definition"
- change "kill" to "discourage"
- clarify that Dr. Valadez's request to consider bringing in other voices is specifically the voices and input of key stakeholders such as awardees and program related people

Page 8

- change "relevant" to "feasible"

## **H. DEPARTMENT REPORTS**

1. SUBJECT: REVIEWED - Measure S Budget, Revenue and Expenditure Reports.

Administrative Services Director Rudy Hernandez reviewed the Measure S Budget, Revenue and Expenditure Report for November 2016. A copy of the Report is included with these minutes as Attachment A.

2. SUBJECT: APPROVED WITH CHANGES - Measure S Grants. [6:18:23 PM](#)

City Manager Tim Chapa provided an overview of the recommended revisions/amendments to the Gang/Drug Prevention & Intervention Grant Program provided through Measure S in an effort to better clarify and define applicant and program eligibility and reporting requirements. A copy of the recommendations is included with these minutes as Attachment B.

Police Chief Silver Rodriguez summarized a memo detailing programs aimed at gang prevention and intervention, describing what these programs mean and which type of programs are most effective. A copy of the memo is included with these minutes as Attachment C.

City Manager Chapa said the recommended revisions may not capture every concern of the Committee but that they focus on four key areas and allows for the scheduled process to award monies by the beginning of the new fiscal year.

### Discussion on Item I. Restate Purpose, Objectives and Priority

Vice Chair Simpson asked what is "alternative positive activities."

City Manager Chapa explained that alternative positive activities do not have a specific programmatic approach under intervention and prevention. They may help kids stay active and take them off the street such as basketball and little league programs but do not have a literal prevention/intervention component.

Vice Chair Simpson said she would like to see twenty percent of available funding removed and that she takes issue with using funds for sports and that the kids should be learning a skill or something that can be used for a profession. She said Measure S funds are for safety and the responsibility of recreation programs should come from the general fund.

City Manager Chapa said the 20% is to reiterate that prevention/intervention programs are first priority. Other positive activities could be a job preparation program or something that is good for the community.

Chairperson Adams said even the programs that have a curriculum aimed at gang prevention/intervention do not use all the time hitting the same lessons over and over but keep kids active with games, activities and mentors. She said she understands the need for a more narrow approach but that it is simplifying a complicated problem.

City Manager Chapa said the key component is that dollars were not meant as entitlement dollars for groups to do the same thing year after year. The idea is not to be one hundred percent funding but seed money to put forth effective prevention/intervention programs.

Member Miser asked how this will change what is being done currently and what is the impact.

City Manager Chapa said the committee that is established to review the applications would put in one pile those that exhibit clear prevention strategies and curricula, another pile with intervention strategies and others that have active participation components. The recommendation would then come to the COC making it easier to identify those that align themselves with the priority components of prevention/intervention programs.

Member Miser said Measure S is currently funding three non-profits. This approach will open up other options such as police functions.

City Manager Chapa said applicants will understand that they need to provide prevention/intervention programs. If the committee determines there are no programs with those components then there will be more funding available for alternative activities.

Member Miser asked if the City will be requesting funds.

City Manager Chapa said the guidelines allow for city-sponsored programs and always have since the program started in 2012.

Member Miser asked if the City could be given the maximum allocation.

City Manager Chapa said the Committee, through the identification of very clear criteria, will be able to see that funds are used for their intended purpose.

Member Miser said the way things are worded may be interpreted differently in the future.

Vice Chair Simpson said a challenge is that some of the words in the Chief's memo are very specific and she does not want to narrow the focus so much that no one will qualify.

Chairperson Adams said removing the percentage may help by allowing for two priorities.

Secretary Gonzales asked if the twenty percent is removed how will the Committee determine the amount eligible for each program.

Member Miser said he disagrees with the \$125,000 available and that they should have the right to fund up to \$150,000 or \$175,000.

Chairperson Adams asked if that was the City's decision.

City Manager Chapa said \$125,000 represents approximately five percent of the total budget providing ninety-five percent for police and fire services. He said the number is not set in stone and the Committee could make a request to Council to increase the funding. He said the recommendation of staff would be to keep the funding at that level so as to continue to provide 95% for police and fire services. He said the idea is to help refine the guidelines because they have been confusing and contradicting in the past.

Public comment on Item I. Restate Purpose, Objectives and Priority:

Dr. Jerry Valadez said he commends the Committee and the departments for their work in keeping the kids of the community safe and on track. He said important ideas in terms of role models, mentors and "successful best practices" have been put forward but they provide a narrow viewpoint. He said the description provided by the Chief regarding prevention/intervention are not practices but titles. He said research is clear that once engaged in gangs there is small success in terms of recidivism of gang involvement. He said not capping the funding is important and that he was told the left over funding goes into a black hole of Measure S funds. He further said that the idea of incremental funding is fine but most grant awardees receive something up front and that the component should be looked at very carefully because organizations may not have anything to work with if nothing is paid up front.

Reyes Carrillo, Police Sergeant and President of the Sanger Police Officers Association (SPOA), said he has been attending meetings and listening to what has been going on. He said SPOA members worked along with Fire to get Measure S extended and they have concerns about how money is spent and what is in reserves. They also have concerns about how grants are being administered. He said they support oversight of grant funding and the components recommended by City Manager Chapa. He said the Police Department can implement programs in conjunction with the Sanger Unified School District that integrate those components.

Member Miser said he appreciated Dr. Valadez's comments and viewpoints. He asked if the Committee would want to delete suppression and add youth development instead of alternative positive activities.

Member Mares said prevention/intervention and youth development are broad and asked if a group qualifies if they meet I or II.

City Manager Chapa said the approach is going to be that once the review committee determines what that application qualifies under, it will then go deeper into the program and it's approach. The challenge in the past is that there has been no guidance and this recommendation along with the Chief's input better defines the grant program.

Vice Chair Simpson suggested that alternative positive activities be dropped and reframed as youth development. She also suggested that in the future the Police Chief and Police Department could present to the community some of the programs that work.

Police Chief Rodriguez said there are a lot of programs and strategies that have been implemented in an attempt to combat activities and some are successful and others not so much. Social scientists have researched and found that success levels are on a continuum. He said he is a big believer in youth development programs. He said the time period between 3 pm and 6 pm is when kids are most involved in risky behavior. Some organizations even recommend preschool programs. He said Member Miser says he thinks Police will be requesting funds but such a request would come from him and he said he doesn't even know if he will be requesting funds.

Member Adams said they have been restricted to what has been presented to them and this is an attempt to define that process.

Chairperson Adams asked the Committee how they would like to word "D" and "E".

City Manager Chapa said it would be ok to delete the twenty percent.

Member Miser suggested to delete "D" and "E" and add alternative positive activities to "C".

The Committee by motion of Member Miser revised "C" to include prevention/intervention/youth development. The motion was seconded by Vice Chair Simpson and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES, MISER  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

Member Miser said this is the Committee's recommendation to the Council and they can decide what they want to do.

The Committee by motion of Secretary Gonzales removed "D" and "E". The motion was seconded by Member Mares and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES, MISER  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

Discussion on Item II. Incremental Payments

Chairperson Adams said it would be helpful to give small organizations some funding upfront.

Member Miser suggested that providing payment after reports is a good idea but reports have not been provided in the past.

Chairperson Adams said those elements are in place but not followed through by the City.

City Manager Chapa said there is language in place that states if a group is not meeting requirements than it is not eligible for further funding.

Member Miser said financial reports are required but do not include proof that money has been spent for the intended purpose.

Vice Chair Simpson said she would like to see some money paid up front and asked if requesting quarterly reports is too often.

City Manager Chapa said cutting the funding into four payments is not a burden and the Committee needs to decide if upfront funding will be provided.

Member Miser suggested ten percent upfront followed by thirty percent at the end of every quarter.

Secretary Gonzales suggested providing twenty-five percent upfront and twenty-five percent after the second and third quarter and if the program does not provide proof that monies have been spent in accordance with guidelines, they lose the remaining funding. He said the Committee needs to support non-profit groups but also require that they prove that all monies have been spent for the purpose they were given to be eligible for a second round of funding.

Chairperson Adams suggested accepted grant applications receive twenty-five percent upfront then twenty-five percent quarterly until the end of the grant year.

The Committee by motion of Vice Chair Simpson voted that approved applicants receive an initial payment of twenty-five percent and twenty-five percent after first, second and third quarters. The motion was seconded by Chairperson Adams and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES  
NOES: MISER  
ABSTAIN: NONE  
ABSENT: NONE

Discussion on Item III. Reduction in Administrative Costs

Vice Chair Simpson suggested leaving it at fifteen percent as stated in the original resolution.

Member Miser said fifteen percent for administrative costs is an industry standard for non-profit organizations as a suggestion that no more than fifteen percent should be used for that purpose. He suggested decreasing it to ten percent because overhead costs are fixed so Measure S is giving additional revenues because without the grant funding the organizations would have the fixed expenses anyway.

Public comment on Item III. Reduction in Administrative Costs:

Dr. Jerry Valadez said Member Miser is correct that fifteen percent has been an industry standard but to also consider that if making period allocations of twenty five percent, the administrative costs come from that amount received in those portions so it amounts to very small change depending on the amount of the grant. He said he agrees that fixed costs are not impacted but that grants are not written for overhead but to run programs. There are additional costs not covered by the grant such as unemployment and workers compensation.

The Committee by motion of Vice Chair Simpson voted to leave administrative costs at no more than fifteen percent. The motion was seconded by Secretary Gonzales and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES  
NOES: MISER  
ABSTAIN: NONE  
ABSENT: NONE

Discussion on Item IV. Identification of Participants

Vice Chair Simpson asked if the groups will be given a model of what this should look like and if it will be in the format of a sign-in sheet.

City Manager Chapa confirmed that they will be provided with a standard format.

The Committee by motion of Member Mares voted to accept Item IV as recommended. The motion was seconded by Secretary Gonzales and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES, MISER  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

Public comment on Item IV. Identification of Participants:

Dr. Jerry Valadez said his organization does have all systems in place to keep track of attendees but that dosage is also important. He said dosage is the critical component in preventing gang involvement and having an effective intervention program.

Member Miser suggested there may be a middle ground.

Chairperson Adams said the Committee could consider that with the next revision.

City Manager Chapa said asking participants to list attendees does not limit the program from reporting dosage. The Committee is requesting a reporting mechanism that distinguishes repeat from first time attendees.

Chairperson Adams asked if a fifth item should be added identifying the name of the employees responsible for grant administration and asked if that person would be the Executive Assistant.

City Manager Chapa said the Executive Assistant would be responsible in terms of follow up with grantees and quarterly reports but the name is not currently available because there is no permanent person in that position.

Chairperson Adams asked if that person needs to be on board by the time the cycle begins in February.

City Manager Chapa said the person should be on board by July 1<sup>st</sup> to do the accountability and reporting requirements.

Chairperson Adams asked who will look at the applications to determine which will be forwarded to the internal review committee.

City Manager Chapa said it will be himself and the Chiefs.

3. SUBJECT: Police Department Update

Chief Rodriguez said he was sad to report that there was a gang-related homicide since the last meeting in December. He said Sgt. Carrillo is the supervisor in the investigation and he is proud of their work and confident it will be brought to a resolution. The recruitment to fill two vacant positions is active and close to being completed.

4. SUBJECT: Fire Department Update

Fire Chief Tarascou said he is in the process of filling a current vacancy. The Department has completed the start of the new year shift schedules and calendars, which they try to do with the coordination of projects. The pre-paint inspection of the new fire engine will occur sometime in March with anticipated delivery in April.

***I. STAFF COMMUNICATIONS***

None.

***J. MATTERS INITIATED BY COMMITTEE MEMBERS***

None.

***K. NEXT SCHEDULED MEETING***

1. The next meeting is scheduled for Tuesday, February 7, 2017 at 6 p.m.
2. City Council meetings are held on the first and third Thursday of each month.  
The next regularly scheduled City Council meeting will be held January 5, 2017.

***L. ADJOURNMENT***

Being no further business the Committee by motion of Secretary Gonzales adjourned the meeting at [7:51:35 PM](#). The motion was seconded by Member Mares and approved by the following vote:

AYES: ADAMS, SIMPSON, GONZALES, MARES, MISER  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE