

Marin Human Rights Commission — June 13, 2023 Drafted Minutes
Tuesday, June 13, 2023 — 7:00 p.m. – 9:00 p.m.
Marin County Civic Center
3501 Civic Center Drive, Room 143D
San Rafael, CA 94903

Order of Business

Call to Order and Roll Call at 7:02 p.m.

Present: Sister Joan Hanna (SJH), Jason Sarris (JS), Gloria Castillo (GC), Stephany Barahona (SB), Nancy Johnson (NJ); **Absent:** Jeremy Portje (JP); **Late:** Curtis Aikens 7:09 (CA),

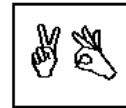
1. Approval of Agenda and Minutes

- a) Adoption of the drafted Agenda for June 13, 2023
Public Comment: Eva Chrysanthe: comments that Discussion on Sheriff's recent lawsuit is not on Agenda; Rodrigo Izquierdo comments on changes to Agenda *NJ/SJH m/s/p*

- b) Adoption of drafted Minutes for May 30, 2023
Public Comment: Eva Chrysanthe: comments that Commissioner Portje's statement before start of meeting should be looked into; Rodrigo Izquierdo: comments Commissioner Portje started meeting prematurely *JS/GC/p*
NJ, CA abstains

2. Commissioner Announcements for Items Not on the Agenda

- a) GC: learning about brake light issue; will be meeting with a group in Sacramento to learn about their program that takes place once a month; will learn how people benefit from brake light clinics.
- b) NJ: Regrets not having attended HRC meeting regularly but is now onboard; apologies to the public and commissioners
- c) SJH: Has been attending BOS meetings online; has been reading a lot about the brake light issue
- d) CA: apologized for being late; BOS voted to accept AB 1185 oversight budget
- e) Member of the Public Eva Chrysanthe: discusses BOS meeting regarding AB 1185
- f) Member of the Public Rodrigo Izquierdo: discusses HRC and commissioners doing footwork to get work accomplished



In accordance with the Americans with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the Clerk of the Board of Supervisors by calling (415) 499-6172 (TTY)

Or the Human Rights Commission staff at (415) 473-6861 (voice) **at least** five (5) business days prior to the meeting.

3. Public Comment on Items Not on Agenda

- a) member of the public, Eva Chrysanthe: discusses civilian oversight of AB 1185
- b) member of the public, Rodrigo Izquierdo: suggested education and resources for HRC such as California Association of Human Relations for help with conducting business

Regular Business

4. Presentation from the Marin County Office of Equity (Jamillah Jordan)

A. Jamillah Jordan, County of Marin Director of Equity presented an abbreviated version of the AB 1185 PowerPoint (attached to minutes) presented to the BOS today.

- 1) BOS directed 15 member group including Commissioner Aikens to research AB 1185 options.
- 2) Surveys distributed online and paper copies to determine public experience with law enforcement. Focus Groups including Marin City Teen Center, Dominican University and others.

B. HRC Commissioner Curtis Aikens:

- 1) CA kept the HRC updated on the well put together working group that was a cross-section of Marin County
- 2) The group presented three options to the BOS with Option #1 as the group's favorite. Option #1 has an Outreach Coordinator.
- 3) Think about increasing stipend for commissioners, provide daycare by opening libraries for story hour to get more people involved
- 4) CA feels good about the work the group did on AB 1185

C. Jamillah Jordan (JJ):

- 1) After options and recommendations development, Option #1 was chosen to be recommended.
- 2) Inspector General will have no previous law enforcement experience.
- 3) Jamillah Jordan acknowledges the working group for all their work and long hours on AB 1185.
- 4) Stipend for members should be an appropriate amount to hear from single mothers, younger people, English as a Second Language, and to encourage others. Black and brown persons have high engagement with police and should be encouraged to be members.
- 5) Sheriff will have a half-time support person.

D. Commissioners' questions for Ms. Jordan and discussion

- 1) JS: Who will facilitate compromise? JJ: Decisions will be developed with the Sheriff. It will not be done to them but with them. The group will work together.
- 2) SB: Suggests education for Sheriff and retraining. JJ: Inspector General would recommend training and conflict resolution.



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3) NJ: How were people notified or invited to join the working group? JJ: Online, the Equity Newsletter, News media, Marin IJ, social media, BOS, group went door to door in impacted areas such as San Rafael Canal handing out flyers.

4) NJ: The Sheriff is elected. How will Inspector General be appointed? JJ: The Inspector General will report to the County Administrator.

5) SJH: How are commissioners appointed? JJ: Nine commissioners and 2 alternates with 5 chosen by the BOS. Four will be chosen by recommendation of Legal Aid of Marin.

6) SJH: What are jobs and responsibilities of the commission? JJ: Establish bylaws, hiring Inspector General, working with the Inspector General, inspections, training, recommendations for procedures, work as ambassadors to share and do outreach by inviting people.

7) How does Budget #1 compare to other jurisdictions? JJ: We talked with other jurisdictions such as Sacramento and Sonoma about how they are implementing their programs. They are very different areas from Marin.

8) What about complaints about the jail? JJ: Oversight would look at the jail.

9) Member of the Public, Eva Chrysanthe: Discusses lack of Latinos in the working group.

10) Member of the Public, Rodrigo Izquierdo: Discusses Police Department hirings and evaluations.

5. Allocation of the Remaining HRC Budget

a) SJP: Did not bring the budget paperwork when she was informed that JP would not be here. The taillight allocation information is still needed.

b) RC: We will have a new budget July 1.

c) JS: Suggests allocating the remaining funds to grocery store gift cards for people who need food, or to stock up on water bottles for people in need especially during the summer with extreme heat and fires.

(1) NJ: Emergency Services provides water. JS: He has lived in an encampment and water is not available. People need help living outside. 800 people are living outside.

(2) GC: Who would distribute the water? JS: We would have to figure out how to stock water and distribute.

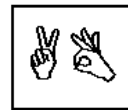
(3) SJH: How would gift cards be distributed equally? JS: We could set up in troubled areas.

(4) GC: How and who would distribute? JS: It would take volunteers and would be an opportunity for teen engagement.

(5) NJ: How will we identify people in need? Marin City has a food truck on Thursdays when they do food banks.

(6) CA: He is very interested in providing food and the Master Gardener Program. He loves the idea of donating where needed.

d) CA: Suggests grocery gift cards for children's lunches. CA can connect with Marin City and Novato. GC and SB can connect with Canal. Jamillah Johnson's office could help find a connection in West Marin. JS: Likes this idea of food for children.



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(1) SJH: How would we make the purchases? Roger Crawford will check with Finance people, but we can purchase with CalCard, or vendors must be set up in the County's program. The remaining amount in this year's budget must be spent by June 30.

(2) Member of the Public, Eva Chrysanthe: Suggests money better spent on port-a-potties or showers.

(3) Member of the Public, Rodrigo Izquierdo: Food is ongoing need and one of many. Applauds JS for suggesting something as basic as water, an elemental need.

Motion to allocate remaining funds for a food insecurity project for children in Marin City, San Rafael Canal, West Marin, Novato

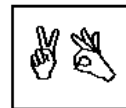
CA/SJH/p

5 in favor, 1 opposes (NJ)

6. Discussion of Ideas and Preparation for Annual HRC Meeting

SB tables Agenda Item 6 for a Special Meeting to be held before July meeting.

7. Adjournment – adjourn the meeting at 9:00 p.m.



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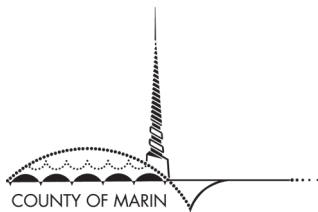
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County Administrator's Office
3501 Civic Center Drive
San Rafael, CA 94903
www.marincounty.org

AB 1185 SHERIFF'S OVERSIGHT COMMUNITY OUTREACH WORKING GROUP

OPTIONS AND RECOMMENDATIONS

JUNE 13, 2023



ASSEMBLY BILL 1185

CIVILIAN OVERSIGHT OF SHERIFFS' OFFICES

Slide 2



- **Assembly Bill 1185 (2021)**

- Authorizes county Boards of Supervisors to implement civilian oversight for Sheriffs' Offices

- **2022 – County Actions**

- In August 2022, your Board directed the formation of a Community Outreach Working Group (COWG) to research AB1185 options, make recommendations on oversight structure
- Office of Equity and Human Rights Commission designated as co-conveners of the COWG
- National Association for Civilian Oversight of Law Enforcement (NACOLE) contracted to provide technical assistance and facilitation services

COMMUNITY OUTREACH WORKING GROUP

FORMATION AND COMPOSITION

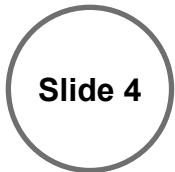
Slide 3

- **Members**

- Candidates nominated by the Human Rights Commission
- 15 selected by the Office of Equity

- **Criteria**

- Representation of communities impacted by law enforcement
- Individuals from 5 supervisorial districts
- Professional or lived experience related to law enforcement, criminal justice system, finance, government or other applicable areas.



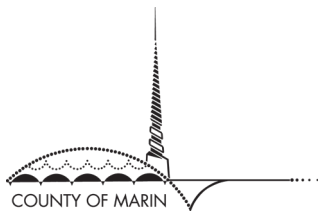
COMMUNITY OUTREACH PROCESS

- **3 Community Conversations**

- Provided a forum for early education on the COWG process and to solicit feedback on the need for civilian oversight in the county
- Participants included community members, Sheriff and Undersheriff and CAO

- **526 Surveys**

- Multilingual (English, Spanish, Vietnamese and Traditional Chinese)
- Countywide delivery offered online and in paper format



Share your ideas for Sheriff's oversight in Marin County!

Comparta sus ideas para la supervisión por parte del sheriff en el condado de Marin!



COMMUNITY OUTREACH PROCESS

Slide 5

- **9 Focus Groups**

- Areas explored included their **knowledge of existing complaint processes**, the composition and duties of a civilian oversight entity, and preferred models for civilian oversight in Marin.
- **Over 140 participants**; conducted both in-person and online
- **Focus group partners** included Marin County Probation Services, Canal Alliance, Dominican University, College of Marin, UMOJA, Multicultural Center of Marin, and Youth Transforming Justice and the Marin City Teen Center, among others

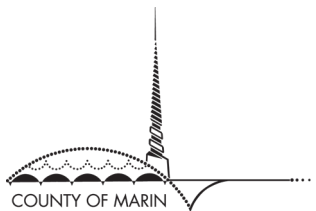
COMMUNITY OUTREACH PROCESS

- **Community Canvassing**

- **Targeted outreach** to people who would not otherwise be engaged through the survey or focus group processes
- 31 participants engaged and asked similar questions as the focus group participants
- COWG canvassed areas in Marin City, Novato, and San Rafael to have one-on-one conversations with community members
- Locations included a **downtown homeless encampment, a public housing project, community park,** and laundromat

Slide 6

Slide 7



OPTIONS AND RECOMMENDATIONS DEVELOPMENT

- 3 COWG Subcommittees
 - Recommendations Drafting
 - Overall Community Engagement
 - Focus Groups
- NACOLE
 - Survey data analysis and focus group facilitation
 - Civilian oversight best practices, models, and technical assistance
- County of Marin
 - Office of Equity
 - County Administrator
 - County Counsel
 - Sheriff's Office

OPTIONS AND RECOMMENDATIONS DEVELOPMENT

Slide 8

- **Review of oversight models**

- Inspector General
- Civilian Commission
- Jurisdictions across California and nationwide (e.g., Sonoma and Sacramento)

- **Review of oversight tools**

- Policy and procedure review and recommendations
- Receipt of complaints/investigation review/complaint investigation
- Subpoena power

COWG FINDINGS

AB 1185 OVERSIGHT STRUCTURE OPTIONS

Slide 9

Option One

- Office of the Inspector General (IG)
 - IG: At-will employee, attorney classification
 - (1) FTE Community Outreach Coordinator
 - (1) FTE Administrative Support Staff
- 11 member AB1185 Oversight Commission
 - (9) members
 - (2) at-large alternates
- Additional expenses for stipends for Commission members; training and community engagement
- **Total cost: ~\$708,600 annually**

COWG FINDINGS

AB 1185 OVERSIGHT STRUCTURE OPTIONS

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Option Two (not recommended by COWG)

- Office of the Inspector General
 - IG: At-will employee, attorney classification
 - (1) FTE Administrative Support Staff
- 11 member AB1185 Oversight Commission
 - (9) members
 - (2) at-large alternates
- Additional expenses for stipends for Commission members; training and community engagement
- **Total cost: ~\$531,718 annually**

COWG FINDINGS

AB 1185 OVERSIGHT STRUCTURE OPTIONS

Slide 11

Option Three (not recommended by COWG)

- Inspector General (IG)
 - IG: **Contract position**
 - (1) FTE Administrative Support Staff
- 11 member AB1185 Oversight Commission
 - (9) members
 - (2) at-large alternates
- Additional expenses for stipends for Commission members; training and community engagement
- **Total cost: ~\$436,804 annually**

COWG RECOMMENDATIONS

OFFICE OF THE INSPECTOR GENERAL

The Working Group recommends Option One as the as structure for Office of the Inspector General.

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- Inspector General
 - At-will employee or FT contract employee
 - Reports to CAO
- Two FTE Support Staff
 - Community Outreach Coordinator (classified as Senior Program Coordinator or equivalent)
 - Administrative Support (classified as Administrative Services Associate or equivalent)
- **Staff Cost (fully loaded): ~\$625,000 annually**

OVERSIGHT COMMISSION

COMPOSITION, DUTIES, & AUTHORITIES

- 5 members appointed by BOS
 - Representing each district
- 4 members appointed by BOS from a slate of recommendations proposed by Legal Aid of Marin, with input from grassroots and direct service organizations
- No more than one member with previous law enforcement experience
- Establishing bylaws, processes, and training standards
- Participation in hiring of Inspector General
- Receiving Sheriff's Office complaints from the public
- Annual public reports
- Community outreach and engagement

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OFFICE OF THE INSPECTOR GENERAL

DUTIES, AUTHORITIES, AND STRUCTURE

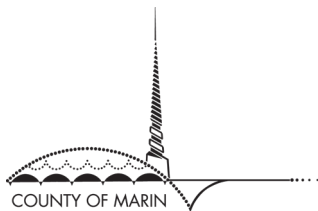
- Day-to day oversight responsibilities
- Receiving & processing community complaints
- Annual public reports
- Monitoring of MCSO
 - Training of deputies
 - Jail inspections
- Community engagement
- Independent investigations & subpoena power
- Staff support for AB1185 Commission

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STAFF RECOMMENDATIONS

- Staff recognize and appreciate the significant commitment and work that went into the development of the COWG recommendations
- Staff largely agree with the findings and recommendations of the COWG:
 - Separate and shared authorities of Inspector General, Oversight Commission
 - Investigations, subpoena, reporting

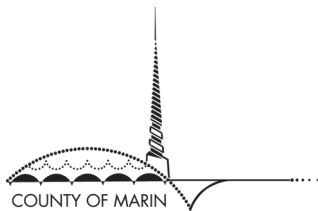
Slide 16



STAFF RECOMMENDATIONS

- Based on staff analysis, request to consider staffing and structural considerations to Office of the Inspector General:
 - IG should be filled as an at-will, regular hire position
 - Placing the Office of the Inspector General as a Division reportable to Assistant CAO
 - Community Engagement Coordinator filled as a two-year, fixed-term position
 - Half-time support for Admin dedicated IG Office/ Oversight Commission
 - Commission stipends align with the Boards and Commission Stipend Program One Fixed-Term, PT Community Engagement Staff
- Allow time for workload to be assessed before making further staffing / FTE allocation decisions

Slide 17



PROPOSED NEXT STEPS

- All staff positions be reviewed by Human Resources to ensure the appropriate classifications are considered
- Return to your Board after completing these necessary steps with a goal of within 90 days with implementation legislation for your Board's consideration
- Proposed Funding
 - Inspector General Position - \$290,000
 - Community Engagement Position (2-year) - \$172,000
 - 0.5 Staff Admin Support Position - \$75,000
 - Commissioner stipends - \$10,000
 - Training - \$30,000
 - Other program expenses - \$40,000
 - **Estimated Total Annual Program Costs - \$617,000**

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PROPOSED NEXT STEPS

- Approve Recommended funding in Proposed Budget (June 22)
- MCSO will allocate budget for a half-time position to support the implementation of AB 1185
- Create the Oversight Ordinance
- Establish the IG position classification
- Launch recruitment for the Oversight Commission (3-4 months)
- Launch recruitment for Inspector General (3-4 months)
- IG will create Operating Agreements with MCSO

AB 1185 Sheriff Oversight

Community Outreach Working
Group Options and
Recommendations

THANK YOU

