

PALMDALE SHERIFF'S STATION COMMUNITY
ADVISORY COMMITTEE THIRD ANNUAL REPORT

JULY 1, 2018 – JUNE 30, 2019

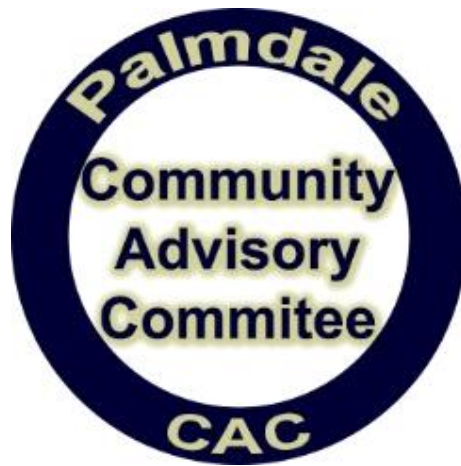


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Introduction

The Palmdale Sheriff's Station Community Advisory Committee (CAC) was established in 2011 to promote a better understanding between the public and the Los Angeles Sheriff's Department (LASD). It was created to be a bridge to building trust and promoting dialogue between local law enforcement and the community. The CAC functions to bring concerns and issues from the community to the Sheriff's Department and to address those concerns, establishing a partnership with the local community in the process. Additionally, the Sheriff's Department benefits from this two-way dialogue by gaining a greater understanding of the issues of concern in the communities they serve.

The CAC is composed of community members who volunteer their time to act as representatives of various constituencies. Committee members are not employed by the Sheriff's Department and do not receive any compensation for their time. As per the terms of the Antelope Valley (AV) Settlement Agreement (2015), the CAC produces regular reports. This annual report, produced by the CAC, covers their work from July 1, 2018 through June 30, 2019.

CAC Members

Atherine Blanco – Retired after 41 years AT&T. Is active with LASD as Chair of the Community Advisory Committee, Coffee4VETS Inc Secretary, Serving Senior Veterans and is an Honorary Commander at Edwards Air Force Base.

Kamal Al-Khatib – Founder and former Executive Director of Guidance Charter School, co-Chair of Palmdale Sheriff's Station Community Advisory Committee, and President and Founder of the American Islamic Institute.

Lilia Galindo – Founder and CEO of the bilingual radio talk show Café Con Leche, and is a Director of 50th District Agricultural Association of the AV Fair Board.

Nigel Holly – Specializes in management, organizational development, finance, accounting, and sales.

John Porter – Serves the Palmdale School District (PSD) as the Assistant Superintendent for Special Education and Student Services.

Henry Hearn – Served in the U.S. Army in Korea, and has lived in the Antelope Valley for over 45 years. He has served on the Lancaster City Council and has been Vice Mayor and Mayor of Lancaster.

Marian Martinez – Student at Antelope Valley College.

Vicky Baladez – Student at Pete Knight High School.

Committee Structure

The Palmdale CAC formally established an administrative structure to more efficiently assist the Sheriff's Department in their collaboration and dialogue with our local communities.

| | |
|-----------------------------|-----------------|
| Chair: | Atherine Blanco |
| Co-Chair: | Kamal Al-Khatib |
| Treasurer: | Lilia Galindo |
| Station Liaison: | Nigel Holly |
| Parliamentary: | John Porter |
| Activity Chair: | Atherine Blanco |
| Junior Secretary: | Marian Martinez |
| Assistant Junior Secretary: | Vicky Baladez |

Duties of Officers

Chair

The Chairperson acts as the committee's leader and ensures that they function as a team. The Chairperson does not run the committee but spends time considering all assignments to make sure that all of the work of the committee is effectively delegated for completion. The Chairperson conducts the monthly meeting.

Co-Chair

The Co-Chair assists the Chairperson in executing the committee's mission and takes over the functions of the Chairperson when absent, in addition to other functions and duties required by the committee.

Secretary

The Secretary records the minutes of the committee and maintains all correspondence, both internally and with public organizations, as required. The secretary attends to all correspondence of the organization. Additional duties may include issuing notices of meetings, preparing the agenda and other documents for the committee.

Liaison to the Monitoring Team

The Liaison to the Monitoring Team coordinates all dissemination of committee information to public venues, including publicity for upcoming Town Halls and public meetings. The Liaison may also respond to questions and concerns from the community that are directed to the Committee and Monitoring Team.

The Activity Chairperson

The Activity Chairperson informs the committee about current and potential opportunities for the CAC to engage with the community, such as with Days of Dialogue, Open House and other community events.

Parliamentary

The Parliamentary ensures the meetings begin and end on time

Administrative Appointment Terms

All positions will be evaluated every six months and the committee can determine any additional offices and/or reappointments by majority consensus.

Quorum

A quorum will be established with the presence of half the committee plus one in attendance.

Voting

Majority consensus will determine the decisions made by the committee.

CAC Monthly Meetings

The CAC meets on the second Monday of every month from 6:00-8:00 pm. On occasion meetings are rescheduled due to time conflicts.

Monthly meetings in this reporting period include:

07/09/2018: Meeting held at Palmdale Station

08/13/2018: Meeting held at Palmdale Station

09/10/2018: Meeting held at Palmdale Station

11/19/2018: Meeting held at Palmdale Station

01/14/2019: Meeting held at Palmdale Station

02/11/2019: Meeting held at Palmdale Station

03/11/2019: Private CAC meeting to discuss town hall event – Little Rock Community Center Building

04/08/2019: Meeting held at Palmdale Station

05/02/2019: Private CAC meeting to discuss town hall event – Palmdale Community Service Building- Executive Conference Room

Concerns and Follow-up Addressed at Monthly Meetings

Minutes of all monthly CAC meetings are attached in the Appendix. The CAC works with Palmdale Station to make recommendations to address concerns brought forward by the public. The minutes detail the issues that were discussed and also elaborate on the follow-up provided by the CAC and Palmdale Station.

During the reporting period July 2018 - June 2019, there were some concerns from residents brought forward to the CAC in regards to the Sheriff's Department tattoo policy following a court case that received news coverage. Captain Kneer addressed the concerns and explained the Department's tattoo policy during the meeting.

The CAC also inquired in November 2018, of the possibility of members receiving the same bias-free policing training that is required of all deputies. Sergeant Andrew Nagel and Sergeant Theresa Dawson requested that this training be made available to both Lancaster Station and Palmdale Station CACs. The following classes were held:

- February 28, 2019, Sexual Harassment/Respect Based Leadership
- March 28, 2019, Bias Free Policing and Implicit Bias
- April 25, 2019, Patrol Procedures and Community Oriented Policing
- June 27, 2019, Mental Health Team Overview

In February 2019, residents expressed concerns regarding the rise in vehicle thefts, rape, and domestic violence incidents within Palmdale. Lieutenant Ronald Shaffer addressed these issues and explained the station's efforts to reduce these crimes within the city.

CAC Quarterly Public Meetings

Quarterly public meetings in this reporting period were held on the following dates:

09/25/2018: Pearblossom Community Center, 34004 128th Street East, Pearblossom

12/11/2018: Highland High School, 39055 25th Street West, Palmdale

03/11/2019: William B. Shaw Building, 9657 East Avenue Q-10, Sun Village

06/10/2019: Legacy Commons, 930 East Avenue Q-9, Palmdale

On September 25, 2018, the CAC hosted a Town Hall Meeting/Ice Cream Social at the Pearblossom Community Center. There were approximately 96 community members and 13 deputies in attendance at the event. The topics of discussion were fire safety, vehicle safety, hate crimes against the Muslim community, and ways to reach out to the homeless population.

During the discussion, the Los Angeles County Fire Department Battalion Chief from Station #79 provided fire safety tips and answered questions. In addition, he passed out materials regarding fire safety in the home and at parks.

Two community members mentioned they both had a Honda car stolen within the past few days. Captain Kneer responded and discussed vehicle safety.

CAC member Kamal Al-Khatib brought up hate crimes against the Muslim community. Captain Kneer responded and advised a recent complaint was filed by Kamal Al-Khatib and the matter was currently being investigated.

The CAC talked about ways to reach out to the homeless population of the community. The CAC agreed to meet with local pastors in the community and work together to serve a meal to the homeless while discussing any issues they may have.

On December 11, 2018, the CAC hosted a Town Hall Meeting at Highland High School in Palmdale. There were approximately 15 community members and 10 deputies in attendance at that event. The meeting hosted a special segment regarding "Holiday Safety in the Antelope Valley." Afterwards, an update was given regarding the progress made by the Sheriff's Department toward compliance with the Settlement Agreement.

Members of the community said the Park and Ride located on Avenue S at the 14 freeway has recently experienced several vehicle burglaries.

A survey was conducted that showed the community is willing to become more involved in promoting the meetings and most felt the deputies used fair judgement.

On March 11, 2019, the CAC hosted a Town Hall Meeting at the William B. Shaw Building in Sun Village. There were approximately 30 community members and 14 deputies in attendance at that event. The topic of discussion for the meeting was homelessness and public safety.

Several guest speakers were present, including Mike Miller-Director of Neighborhood Services for the City of Palmdale, Chuck Bostwick-Representative for Los Angeles County Supervisor Kathryn Barger, Glenna McKee-Representative for Assemblyman Tom Lackey, and Kery German-Supervisor for City of Palmdale Public Safety.

Members of the community brought up concerns about the increasing number of homeless people in the area and asked what action they could take to move them off their property. Deputy Villalobos with the Zone deputy team explained various laws involving homeless persons and explained the Sheriff's Department does not arrest people for being homeless, but rather attempts to provide services to assist them. Mike Miller responded to explain how the City of Palmdale is building new units to house the homeless. During the discussion, material was passed out to assist the community with understanding the process of reporting crimes they believe are being committed by homeless people.

Members of the community expressed their concerns regarding the response time from Palmdale Sheriff Station. Captain Shaffer explained how calls for service are prioritized and how staffing issues have delayed the station's response to routine calls for service.

On June 10, 2019, the CAC hosted a Town Hall Meeting at the Legacy Commons building in Palmdale. There were approximately 57 community members and 10 deputies in attendance at that event. The topic of discussion for the meeting was Section 8 Housing.

Several guest speakers were present, including Adriana Ruiz-Housing Assistance Division Manager, Steve Hofbauer-Palmdale City Mayor, JJ Murphy-Assistant City Manager, Mike Miller-Director of Neighborhood Services for the City of Palmdale, and joining via tele-conference, Saul A. Green-Attorney and Counselor at Law and member of the monitoring team.

During the meeting, the CAC members decided to create speaker cards to ensure everyone would have an opportunity to be heard. Each speaker from the community had three minutes to present their issue. A Spanish interpreter was present to translate to the audience.

Many of the community members in attendance were interested in learning about how to qualify for subsidized housing and how to handle tenants that destroyed property. They discussed Section 8 housing, qualifications and roles of the Housing Authority. They also discussed the requirements of both tenants and landlords.

At the end of the meeting, a survey was conducted by the Monitoring Team,

Advertising of Quarterly Public Meetings

For all Station events (including the CAC public quarterly meetings), the Palmdale Station Community Relations staff generates a press release with all the details and purpose of the event/meeting/dialogue. This press release is sent to both English and Spanish speaking press and radio stations that have registered with the LASD, as well as with the Sheriff's Department's Headquarters Media Unit. Additionally, Palmdale Station staff posts the event on all social media platforms (Facebook, Twitter, Nixle and "Café Con Leche" Hispanic talk radio).

Approximately 800-1000 event flyers are printed and distributed by patrol deputies, school resource deputies, CAC members, and station volunteers. The flyers are posted in areas throughout the city where residents may not receive traditional and/or multimedia information sources.

Targeted outreach is also done by CAC members, who notify special interest groups such as the National Association for the Advancement of Colored People (NAACP), the Community Action League (T-CAL), and the League of United Latin American Citizens (LULAC). These groups have a vested interest in community development. All Palmdale and Lancaster Station community events are posted on the CAC's group page as well as through the NAACP's newsletter and individual CAC member contact lists.

Concerns and Follow-up from Quarterly Public Meetings

Community concerns throughout this reporting period included increased vehicle thefts, vehicle burglaries from the Park and Ride, slow response times from the Sheriff's Department and problems with the homeless population.

In regards the increased thefts of Honda cars, the station has provided tips to the public in efforts to raise awareness of vehicle safety. The station has offered to provide "Club" anti-theft devices to owners of high-risk vehicles, free of charge. The station has focused on theft prevention during shift briefings by identifying high theft locations, conducting additional saturation patrols in the area and providing deputies with a recent list of stolen vehicles. The station Zone deputies regularly check the recent stolen vehicle lists and compare them with data collected from the Automated License Plate Recognition (ALPR) files to locate and recover stolen vehicles. Recovered vehicles are being held to check for fingerprints whenever possible in an attempt to identify the suspects.

The Palmdale Station addressed the concern regarding thefts from vehicles at the Park and Ride by addressing the thefts during shift briefings and encouraging deputies to conduct additional patrol checks at the Park and Ride between calls. In addition, the station is working with the City of Palmdale to hire private security to patrol the Park and Ride lots. The increased patrols of the Park and Ride lots have resulted in multiple arrests within the Park and Ride lots.

The community concern regarding the slow response times from the Sheriff's Department was discussed during the meetings. The station has had staffing issues which have been a leading factor in slow response times. Additionally, during the month of November and December 2018, brush fires swept through Los Angeles County. These fires required Palmdale Station to provide half of their field force to the impacted areas. This resulted in significantly delayed response to non-emergent calls. Palmdale station is working to address staffing issues and has being scrutinizing response times.

Concern was brought up about the homeless population in the community. With the help of the city of Palmdale, the station has increased the number of Zone deputies, from two to four. The Zone deputies are utilizing community-oriented policing and problem oriented policing methodologies. These deputies are working with the city of Palmdale, Los Angeles County Homeless Services Authority, Valley Oasis, Los Angeles County Mental Health, Mental Health America, and other non-profit organizations to identify and provide resources and services to the homeless population within the city.

At each of the Town Hall meetings the public was provided a summary of the most recent Six-Month Report generated by the Monitoring Team. The feedback the CAC

has received from the community on the Monitoring Team reports is they are very difficult to read and understand because of the legal wording used in the reports. The CAC is aware of discussions with the Monitoring Team and DOJ in regards to the language used in the Six-Month Reports.

Community Engagement Review

Palmdale and Lancaster station's produce an annual report that outlines of all their community engagement efforts. The report is posted on the station's websites and sent out via social media channels. Community engagement activities include community meetings and both station and community sponsored events and presentations. CAC members also regularly attend community events with Palmdale station personnel. The CAC believes that these opportunities for dialogue will continue to build trust within our community and hopefully encourage the public to become more actively involved with the station.

To achieve our goal of creating a dialogue with the community, we have to meet them where they live. We host Coffee with A COP at various Business locations throughout the city, not only to provide an opportunity for the community to come to an event in their neighborhood, but also promote the local businesses in the area. We have found this to be a very successful community engagement strategy.

Recommendations to LASD

In an effort to improve the overall relationship between the Sheriff's Department and the community, the CAC has made the following suggestions:

- Invite various departments within the Sheriff's Station to speak on local radio stations. The Sheriff's Department could talk about topics that concern the community and this forum would reach a large demography of the Antelope Valley.
- Host a "Teen Summit" with local high school and college students. This would provide the opportunity for students to formulate questions for the deputies to answer regarding topics that concern them specifically. It also allows deputies to talk to students about important issues such as human trafficking, marijuana and tobacco use. Inviting additional Social Workers to attend would increase the scope of information provided during the summit. This type of event could also be used to recruit "Explorers" for the Sheriff's Department.
- Host friendly sporting events between the Sheriff's Department and local students, such as a softball game. These events could be held at local schools in socio-economically challenged areas where relations are fragile between the community and the Sheriff's Department.

APPENDIX

Palmdale Sheriff's Station
Community Advisory Committee
Meeting Minutes
July 9, 2018

Attendees (10): Lt. Ron Shaffer, Sgt. Andy Nagel, Dep. Dustin Wiemann, Atherine Blanco, Nigel Holly, Lilia Galindo, Kamal Al-Khatib, Christina DeCarlo, Vicky Baladez, Marian Martinez

- 1) Meeting called to order by A/Captain Shaffer at 1808 hours. Nigel motioned to approve minutes from previous meeting. Atherine seconded.
- 2) Old Business
 - a) Town Hall Meeting/Community Outreach
 - i) Low attendance (41); revisit social media push for better attendance and communicate with community the calendar of events (ie. Nixle, Facebook). Discussed additional locations.
 - ii) Target info delivered – Human Trafficking. Good dialogue and conversation.
 - iii) Lilia suggested providing the closing in English and Spanish. Translator helpful to residents.
 - iv) Atherine to create sign-in sheet to report attendance to monitoring team. Nagel creating form to record complaints for DOJ for paper trail and to resolve issues.
- 3) New Business
 - a) CAC to create a Facebook group on the CAC Facebook page to engage and connect with the community.
 - b) Sgt. Nagel introduced the CAC Activity Tracking Form (SA #88, Pg. 20, Line 12).
 - c) Nigel motioned the next Town Hall Meeting/Community Outreach will be held in Pearblossom, date and exact location TBA. Atherine seconded.
 - d) Nigel motioned for Ice Cream Social to be held in September, tentative date of 9/25/18 or 9/26/18 from 6pm to 8pm. Refreshments will include ice cream, water, and iced tea. Kamal seconded.
 - e) Discussion of Annual Report, Sgt. Nagel/Dep. Wiemann to share documents and info with CAC.
- 4) Open forum
 - a) Sgt. Nagel explained community engagement tracking and requirements of sworn personnel. For compliance, each sworn must attend one community event

and six initiated activities (755 stat code, or two community events and two initiated activities (755 stat codes). All activity is tracked and recorded.

b) For Year 2019, CAC to solicit the community for new active members for the CAC.

5) Meeting adjourned at 1933 hours.

Palmdale Sheriff's Station
Community Advisory Committee
Meeting Minutes
August 13, 2018

Attendees (12): Capt. Kneer, Lt. Ron Shaffer, Sgt. Andy Nagel, Sgt. Rob Benning, Atherine Blanco, Nigel Holly, Lilia Galindo, Kamal Al-Khatib, Henry Hearn, Dr. Cynthia Lehman, Christina DeCarlo, Vicky Baladez

- 1) Meeting called to order by Captain Kneer at 1805 hours. Kamal motioned to approve minutes from previous meeting. Nigel seconded.
- 2) Old Business
 - a) Status of Annual Report, CAC members
 - i) CAC members to provide Atherine with data for report.
 - ii) Atherine presented information gathered so far, including sign-in sheets, agenda, minutes from start. 9/10/18 deadline for CAC members to bring data to submit with report.
 - iii) Updated bios needed from CAC members. Nagel to email bios to CAC members for editing.
 - b) CAC Activity Tracker revisited
 - i) Tracker to centralize data to get results, used for addressing small issues before they get bigger
 - ii) Nigel showed example he created; discussion held.
 - c) Ice Cream Social 9/25/18 6pm-8pm.
 - i) Ice cream received from donations. If needed, Captain offered to pay full or 50%.
 - d) Quarterly Town Hall Meetings for next 12 months
 - i) Topic suggestions: Fire safety, school safety, traffic safety, CERT
 - ii) Next Town Hall Meeting Locations: 12/11/18 – Highland High School, 3/2019 – AV College, Palmdale Center
- 3) New Business
 - a) Revisit next meeting – CAC to create a Facebook group on the CAC Facebook page to engage and connect with the community.
 - b) Atherine motioned to add Dr. Cynthia Lehman to CAC. All in attendance approved.
- 4) Open forum

Palmdale Sheriff's Station
Community Advisory Committee
Meeting Minutes
September 10, 2018

Attendees (12): Capt. Kneer, Lt. Ron Shaffer, Sgt. Andy Nagel, Atherine Blanco, Nigel Holly, Lilia Galindo, Kamal Al-Khatib, Christina DeCarlo, Marian Martinez

- 1) Meeting called to order by Captain Kneer at 1805 hours. Atherine motioned to approve minutes from previous meeting. Nigel seconded.
- 2) Old Business
 - a) Status of Annual Report, CAC members
 - i) CAC member bios – four received, all others will use the existing bio.
 - b) CAC Activity Tracker revisited
 - i) Form will be available at next Town Hall Meeting
 - ii) Errors corrected; discussion held on how to use form
 - c) Next Town Hall Meeting 12/11/18 – Highland High School
 - i) This location was chosen on due to a recent school shooting that occurred on May 11, 2018. We wanted to continue our dialogue/conversation with students, family members and staff.
 - ii) Topic: Holiday Safety
 - d) Revisit Facebook page/group until after the Town Hall Meeting
- 3) New Business
 - a) Community Service
 - i) Share-a-meal, Senior Center, Immigrants
 - b) Upcoming events – Tip-a-Cop at BJ's, 9/11 memorial,
- 4) Open forum
 - a) Meeting minutes, notes to be merged by Atherine and Christina.
- 5) Meeting adjourned at 1923 hours.

Palmdale Sheriff's Station
Community Advisory Committee
Meeting Minutes
November 19, 2018

Attendees (6): Sgt. Andy Nagel, Atherine Blanco, Lilia Galindo, Kamal Al-Khatib, Henry Hearn, Christina DeCarlo

- 1) Meeting called to order by Sgt. Nagel at 1813 hours. Sgt. Nagel motioned to approve minutes from previous meeting. Atherine seconded.
- 2) Old Business
 - a) Community and Problem Oriented Policing Form updated
 - i) CAC members to use form at Community Outreach Meetings.
 - b) Facebook Page named Palmdale CAC
 - i) Creator of FB page not authorized to be using page, Melissa Montoya
 - c) Next Community Outreach Meeting 12/11/18, 6-8pm. Location: Highland High School
 - i) Topic: Holiday Safety
- 3) New Business
 - a) Reviewed Flyers for Community Outreach Meeting on 12/11/18
 - b) Revisit 2019 Monthly Meetings Calendar (for when Captain attends meeting)
 - i) Vicky and Marian will handle Community Outreach Meeting pre/post surveys;
 - ii) Sign in sheets will be handled by CAC member at each table
 - c) CAC Training classes-Palmdale Station will get back to CAC re: setup
 - d) Revisit DOJ Report – covering 7/1/17-6/30/18
 - e) Revisit new CAC member process
- 4) Announcements
 - a) New Sheriff, Alex Villanueva
 - b) Youth Summit 12/1/18. Location: Learn 4 Life
 - c) March on the Polls
- 5) Meeting adjourned at 2007 hours.

Palmdale Sheriff's Station
Community Advisory Committee
Meeting Minutes
January 14, 2019

Attendees (12): Lt. Ron Shaffer, Sgt. Andy Nagel, Sgt. Rob Benning, Sgt. Hector Gutierrez, Dep. Ibanez, Dep. Sneed, Christina DeCarlo, Atherine Blanco, Kamal Al-Khatib, Lilia Galindo, Nigel Holly, Vicky Baladez

Meeting called to order at 1807 hours. Nigel motioned to approve minutes from previous meeting, with amendment to section 4b. Lilia seconded.

- 1) Old Business
 - a) Coffee with a Cop event held at Camacho had a good turnout. A suggestion was made to hold events in afternoon vs. morning.
- 2) New Business
 - a) Facebook Page named Palmdale CAC
 - i) Nagel to reach out to department for information
 - b) Reviewed Monthly Meetings Calendar, see attached for dates.
 - c) CAC Membership – recruiting process includes application and background check
 - d) CAC Training classes – Community Academy
 - e) Create email account for community to turn in Community and Problem Oriented Policing Form PalmdaleCAC@gmail.com (Nigel to create)
- 3) Announcements
 - a) 1/20/19 Justice Sunday, Lancaster Performing Arts Center, 1600 hours
 - b) 1/25/19 Help for Heroes Event – A Night to Encourage and Repair, Highlands Christian Church, 1830 hours
- 4) Meeting adjourned at 1917 hours.

Palmdale Sheriff's Station
Community Advisory Committee
Meeting Minutes
February 11, 2019

Attendees (7): Lt. Ron Shaffer, Sgt. Andy Nagel, Sgt. Rob Benning, Sgt. Hector Gutierrez, Atherine Blanco, Lilia Galindo, Kamal Al-Khatib.

Guest (1): Lt. Josh Bardon

Meeting called to order by Sgt. Nagel at 1812 hours. Atherine motioned to approve agenda. Kamal seconded. Approval of minutes tabled until next meeting. No quorum.

1) Old Business

- a) CAC Facebook page (creator of FB page not authorized to be using page)
 - i) Sgt. Nagel contacted Deputy Warren of Sheriff's Information Bureau (SIB) and advised of the situation regarding control of the CAC Facebook page. Dep. Warren is looking into what the department can do. Awaiting response. Tabled until next meeting.
- b) Palmdale Station Website
 - i) Lt. Shaffer advised about ongoing situation with LASD station websites. In the past, the station-controlled webpage content. As of October 2017, control of all station web pages was removed from the stations and are under of the control of SIB/ISD for uniformity purposes. SIB is working with a new vendor and hopes to have things working in three to six months. Kamal advised he has a friend in LASD who may be able to help. He will advise.
- c) Community Event Summary Form
 - i) CAC wanted a form to collect data about events they attend. Sgt. Nagel prepared a form for review. Atherine will send out to CAC members not in attendance for comment. If no comment, the CAC intends to use it at the upcoming Town Hall Meeting on March 11, 2019.
- d) City Council Workshop, February 19, 2019 at City Hall
 - i) Lt. Shaffer advised of a city council workshop. They intend to report on crime trends for 2019 and policing efforts for 2019. Of note, is adopting the COP's program of seeking community input for identifying crime and quality of life issues important to community members. We intend to introduce a community survey. Survey flyer will be in English and Spanish; available on the internet via Survey Monkey. Results will be tallied and used to focus policing efforts.

2) New Business

- a) Captain Selection: Lt. Shaffer advised of Sheriff Villanueva's position on filling Captain vacancies at stations. The Sheriff wants a Chief of Police type selection process, in which the city and county officials conduct an interview process and select three candidates, with the Sheriff making the final decision.
- b) Discussed Lancaster Station looking into creating a police force.
- c) Crime statistics
 - i) Overall crime continues to remain at an all-time low. The city has seen a spike in three areas: vehicle thefts, rapes, and domestic violence. Lt. Shaffer advised of efforts we are employing to combat these issues.
- d) Training Classes for CAC members:
 - i) There are several training classes mandated by the Department and the settlement agreement for CAC members. We intend to start the classes on Thursday, February 28, 2019, between 1700-1900 hours, at Palmdale Station.
 - ii) The first class will be Department Overview, Sexual Harassment/Respect Based Leadership Training. Every department member (including volunteers) must attend this class once every two years.
 - iii) The second class will be on Thursday, March 28, 2019, between 1700-1900 hours at Palmdale Station. This class will cover Bias-Free Policing and Implicit Bias. There will be a brief overview of the training the deputies receive.
 - iv) Other classes that will be presented this year are:
 - Problem Solving Policing
 - Community Policing and Communication
 - Patrol Procedures
 - Patrol Ride-Along
- e) Semi-Annual Report – Atherine liked the summary of the report and would like to cover the contents at the next Town Hall Meeting
- f) Town Hall Meeting will be held on March 11, 2019. It will be hosted by the Sun Village City Council. They will be preparing the food. Atherine is coordinating logistics for the event. Each table monitor will have a sign-in sheet at their table.
- g) CAC Member Candidates – Atherine submitted two applications for interested candidates, Sarah Mann and Joann Smith. A brief check will be made and Lt. Shaffer will interview. If acceptable, fingerprint check will be done. Progress will be reported at next meeting.

3) Announcements:

- 2-19-19, City Council Workshop, Palmdale City Council Chambers, unknown time
- 2-21-19, Cop Talk Event, Jack's Place, 40352 90th Street West, Leona Valley 1800-1900 hours
- 2-22-19, SHARE Event, Tuskegee Airmen, Shadow Hills Elementary School, 1120-1310 Hours

2-26-19, Palmdale Sheriff's Black History Month Essay Contest, Aerospace Academy, unknown time

3-11-19, CAC Town Hall Meeting, 9657 East Avenue Q-10, Sun Village, 1800-2000 hours

Unknown date, SHARE Event, Tuskegee Airmen, Helus School, Lake Hughes, 1300 Hours

4) Round Table:

- a) Lilia invited Lt. Shaffer on her radio program. This costs money out of her own pocket to present. She wished there was compensation from the Department.
- b) Kamal complained about John Porter missing nine meetings and several town hall events.
- c) Sgt. Benning advised this would be his last meeting. He will be retiring on 2-27-19. He thanked the CAC for their service.

5) Meeting adjourned at 1940 hours.

Palmdale Sheriff's Station
Community Advisory Committee
Meeting Minutes
April 8, 2019

Attendees (10): Capt. Ron Shaffer, Sgt. Andy Nagel, Sgt. Hector Gutierrez, Christina DeCarlo, Atherine Blanco, Kamal Al-Khatib, Lilia Galindo, Nigel Holly, Henry Hearn, John Porter

Meeting called to order at 1813 hours. Henry Hearn motioned to approve all past agendas and minutes. John Porter seconded. Introduction of Captain Ron Shaffer, congratulations on his promotion.

1) Old Business

a) CAC Candidates

- i) Two candidates to be considered, waiting for application to be submitted. Still accepting applications. Candidates must reside or work in city of Palmdale.
- ii) Discuss membership guidelines at next meeting.

b) CAC Facebook page (creator of FB page not authorized to be using page)

- i) Sgt. Nagel contacted Deputy Warren of Sheriff's Information Bureau (SIB) and advised of the situation regarding control of the CAC Facebook page. Dep. Warren is looking into what the department can do. Still awaiting response. Tabled until next meeting.

c) CAC Training Update

- i) CAC Training on topic of Patrol Procedures to be held on Thursday, April 25, 2019 at Palmdale Station at 1800 hours.

2) New Business

a) Legacy Commons booked for June 10, 2019, Community Outreach Meeting

- i) Atherine reached out to the Housing Authority to attend. They will provide guest speaker (chair) to speak for approximately 20 minutes.
- ii) Topics to be covered: role and mission of Housing Authority, discuss what they can and cannot do, wishes, etc. Provide tenant/landlord information and Q & A.
- iii) Nagel to get English flyer to Porter for Spanish translation (distribute via new system-Peach Jar). Once we have both languages, post on Facebook page.

b) Status of CAC Annual Report

- i) Discussed CAC member bios. Bios should include information on their topics, how the CAC member is impacting the community, and what is their role.
- ii) Nagel updated CPOP form, contact info completed. Discussion of how to capture data (sign-in sheet and form).

- c) Risk Management Forum (RMF) Presentation
 - i) Capt. Shaffer presented RMF slides and explanation of each (meeting was moved to station briefing room for projector)
 - ii) Palmdale Station Overview of crime and arrest statistics; administrative statistics of use of force, pursuits, complaints, commendations, service, injury/illness, etc.
 - d) Announcements
 - i) Interfaith Summit "United Against Terrorism" on Thursday April 11, 2019 at 1800 hours at 1125 E. Palmdale Blvd, Palmdale
- 3) Meeting adjourned at 2000 hours.