



**CITY OF SAN BRUNO
CITIZEN'S CRIME PREVENTION COMMITTEE**

Approved at the February 12th 2015 Meeting

**January 8 2015 - 7:00 p.m.
San Bruno City Hall - 567 El Camino Real
Capuchino Conference Room #113**

1. **Call to Order:** Chair Riechel called the meeting to order at 7:00 p.m.
2. **Roll Call:** (quorum = 4) Present: Anne Dellinger, Roberto Donlucas, Marie Kayal, Mary Mahon, Robert Riechel; Excused Peter Carey; absent Brandon Lau. Also present Chief of Police Ed Barberini, SBPD Officer Howard Hoyer, Rich Wong (guest). Quorum present.
3. **Approval of Minutes:**
ACTION: Anne moved and Roberto seconded the motion to approve minutes of the December 11th, 2014 meeting as SBPD approved and as circulated. Motion passed unanimously. Riechel will continue to take and transcribe the minutes.
4. **Communications & Announcements:** None. Chief of Police Barberini introduced himself as the new Police Chief and gave a short presentation about his experience. Chief Barberini participated in many of the items on the agenda.
5. **Staff Reports:** A committee member was asked a question from a citizen about apparent money taken from one or more local churches around the holidays. Officer Hoyer updated the committee about the situations and advised the San Bruno Police Detectives were handling the matters.
6. **Public Comment on items not on the agenda**
Note: The State's Brown Act prohibits discussing or acting upon any matter not on the agenda pursuant to State Law. It is the Committee's policy to refer matters raised in this forum to committee member(s) for review and/or action where appropriate or to place the item on an agenda for a future meeting.

Rich Wong complimented the SBPD for their Vacation Watch program as he used it and one of his neighbors even called him to advise that the SBPD was checking out his property while they were gone.
7. **Business:**
 - a. **Neighborhood Watch –**
ACTION: Update and discussion on New Block(s) in forming stages.
Riechel will follow-up on a couple of previously received inquiries.

Mary will contact the lady again that she has started to work with. Officer Hoyer gave her a few suggestions.

Mary suggested that one or two committee members should make a personal visit to the person requesting to start up a neighborhood watch group. Riechel will send the information and background he currently sends those requesting information on how to start a neighborhood watch group, as a starting point for a "How To" document.

ACTION: Update on Brochure re-filling
Additional brochures were handed out so all 3 locations can be refilled. Marie in library; Anne in the Senior Center; & Riechel in City Hall.

Mary asked about being able to hand out information at San Bruno schools. Riechel will give Mary,



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Superintendent David Hutt's contact info and Mary will run her proposed letter by Officer Hoyer.

- b. **Crime Tips** – Bilingual – Still need additional subjects.

ACTION: Discuss and vote to approve January 2015 Cable English & Spanish Crime Tip(s)
Mary moved and Marie seconded the motion to run "Jaywalking" 1st and "Walking – Jogging Safety" 2nd. Both will have the 616-7100 phone number added below the San Bruno Police Department line. Motion passed unanimously.

Riechel will ask San Bruno Cable if we can include actual photo(s) in / with our tip(s).
Officer Hoyer advised which tips ran over the Christmas season.

- c. **San Bruno Police Department's Emergency Contact List Distribution**

ACTION: Discuss distribution segments along Sneath Lane & San Bruno Avenue
Riechel will provide breakdown of businesses and blocks on Sneath Lane and San Bruno Avenue so we can divide up the blocks. Officer Hoyer provided copies of the NEW letter and additional forms. Riechel will advise Officer Hoyer how many envelopes are needed.

Rich Wong asked if he could pass out the same Emergency Contact Form to all in his Neighborhood Watch Area. Officer Hoyer felt he could.

- d. **New Activities:**

ACTION: Initiate discussion on new committee activities including Neighborhood Watch blocks contacted
It was suggested that we ask the following if we can be informed and invited to hand out our information at upcoming events hosted by them: San Bruno Chamber of Commerce, Senator Hill's Office, Assemblyman Mullin's Office, County Board of Supervisors. Riechel will draft letters for Officer Hoyer's review.

- e. **National Night Out:**

ACTION: NNO August 4th 2015

Rich Wong talked about the National Night Out event and activities that were held in his neighborhood last year. After a discussion, Rich agreed to help Marie to start planning how the committee will participate.

Marie will attempt to register our participation on the National Town Watch web page.

Marie will talk to Kris Gonzales as she had asked if we could take over her hosting of the National Night Out event in Grundy Park.

- f. **By-Laws:**

ACTION: Awaiting input from SBPD

Officer Hoyer will follow-up to see where SBPD's review/approval stands. Riechel has talked to our City Attorney and he advised he would be willing to work with us (sort of on a test case) leading to all City committees reviewing / updating their By-Laws.

- g. **New Brochures:**

ACTION: Update on brochure(s) in the works
Our Credit Card Fraud brochure is in the works.

- h. **Embracing Technology:**

ACTION: Update

Roberto provided the committee with his written proposal for initial discussion. Chair Riechel asked each member to review / markup the document. Item will be placed on the February meeting agenda for



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discussion.

- i. **Follow-up on items from residents from last meeting: (if any) –**
Anne has received her committee shirt and will contact SBPD for her I.D.
Officer Hoyer will contact member Brandon Lau about attending future meetings.

8. **Adjournment:** - 8:25 p.m.

Next Meeting – February 12th, 2015 - 7:00 PM
San Bruno City Hall, Capuchino Conference Room #113

Minutes taken and transcribed by Robert Riechel