



**CITY OF SAN BRUNO  
CITIZENS' CRIME PREVENTION COMMITTEE**

Approved at the November 12, 2015 Meeting

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

1. **Call to Order:** Meeting called to order at 7:00 p.m. by Chair Riechel
2. **Roll Call:** (quorum = 4) Sign-in showed Peter Carey present, Anne Dellinger present, Roberto Donlucas present, Marie Kayal present, Mary Mahon present, Robert Riechel present, SBPD Cpl. Howard Hoyer present, SBPD Officer Sherry Noakes present, SBPD Chief Ed Barberini present,. Guests present: Robert Barnett and Rich Wong.

Quorum present

3. **PRESENTATION:** None
4. **Approval of Minutes:** Peter moved and Marie seconded the motion to approve the meeting minutes of September 10<sup>th</sup> 2015 as approved by the SBPD and as circulated. Motion passed unanimously.
5. **Communications & Announcements:** Cpl. Hoyer gave the committee a San Bruno Police Department Press Release announcing the Tip-a-Cop fundraiser for Special Olympics. The event will be held at the Red Robin Restaurant in San Bruno, on October 22, 2015 from 4pm to 8pm. The Chief gave an update to the Committee on this event and the San Bruno Police Department's involvement. The fundraiser will benefit the Northern California Special Olympics.
6. **Staff Reports:** Cpl. Hoyer gave a report on how our Committee Member Roberto Donlucas has worked with several homeless individuals here in San Bruno in his other job as an Outreach Case Manager for Inn Vision Shelter Network. Cpl. Hoyer read a success story about a homeless man that Roberto helped and made a major difference in his life. The homeless man was a Marine Corp. Veteran and Roberto helped the individual get services from multiple agencies in the County and has provided him with a better life.

Cpl. Hoyer also gave a report on the cleanup of a large homeless encampment that was located under I-380 east of 7<sup>th</sup> Ave near the 101 freeway. The encampment has been cleaned up and some of the homeless people at this location accepted services.

7. **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.

Mr. Barnett asked about a news report that announced the Church of the Highlands had an armed security guard on campus. Mr. Barnett had some concerns and stated his opinions. The Chief answered Mr. Barnett's questions and told him this is a private school and they made this decision to have this type of security. Nothing unusual happened at the school. This was a decision the school made based on events that are occurring at schools nationwide. The San Bruno Police Department and the Church of the Highlands are working closely together to ensure the utmost safety for all involved.

Mr. Barnett asked a question about the Community Preparedness Committee and the Citizens Crime Prevention Committee working together, so they are more prepared when the next disaster strikes. Mr. Barnett feels that every Neighborhood Watch Block Captain should be CERT trained. Mr. Barnett was told how both committees



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have tried to coordinate together and learn each other's functions. The Committee will discuss this item again and talk about putting this issue on a future agenda.

Rich Wong Merimont Neighborhood Watch Coordinator wanted to say thank you to Officer Sherry Noakes for a police call that she handled in their neighborhood. Mr. Wong said the police responded right away and handled the issue. This gives their neighborhood peace of mind and he was grateful for the positive interaction his neighborhood has with the Police Department.

Mr. Wong invited the Police Department and the members of the Citizens Crime Prevention Committee to attend their Neighborhood Picnic, on Halloween, October 31, 2015 at their neighborhood park with in the community. The picnic will start at 2pm followed by a Halloween parade through the neighborhood at 4pm, with the children in their community.

### 8. **Business:**

#### a. **Neighborhood Watch –**

**ACTION:** Update and discussion on New Block(s) in forming stages.

Mary has been working with several people that have shown an interest in starting up a new Neighborhood Watch Group in their neighborhood or revitalizing an older Neighborhood Watch Group. Most of the new inquiries were from the event held on National Night Out back in August. Mary is coordinating a meeting at the Police Department with Cpl. Hoyer. The meeting is "How to Start a Neighborhood Watch Group and is scheduled for October 17th, 2015 at 3 p.m. All the Committee Members, current Neighborhood Watch Block Captains and new people who have shown interest in forming a Neighborhood Watch Group are invited. Mary is working on an agenda for the meeting.

**ACTION:** Continued discussion on a guide line document on "How to set up a Neighborhood Watch".

**ACTION:** Update on Brochure Distribution re-filling showed all 3 locations full.

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

**ACTION:** A discussion was held and the Committee voted and approved 2 slides for October 2015. One slide was on "Domestic Violence" and the other slide was on "Halloween Safety Tips". Both slides will be in English & Spanish. Cpl. Hoyer to provide to Miriam at San Bruno Cable TV for posting.

#### c. **New Activities:**

**ACTION:** A discussion was held about the SBPD satisfaction survey. Chief Barberini has requested the Committee to review the past document and asked if the Committee had some ideas or more creative questions for the survey from a community prospectus. The Chief would also like to see some questions about Neighborhood Watch in the survey. Mary moved and Marie seconded the motion to have all of our suggested improvements completed by February 29<sup>th</sup> 2016. Motion passed unanimously. Cpl. Hoyer provided a copy of existing survey to committee members.

**ACTION:** A discussion was held about the Crime Prevention Committee informational table at the Community Day in the Park event for Saturday October 10<sup>th</sup>, 2015. Peter moved and Marie seconded the motion to confirm the Crime Prevention informational table for the event. Motion passed unanimously. A working schedule was passed around to the committee members to fill all the time slots at the event.

#### d. **By-Laws:**

**ACTION:** None – awaiting approval by City Council

#### e. **New Brochures:**

**ACTION:** Update and Discussion on current brochure(s) and discussion on possible use of additional



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brochures acquired led by Peter.

f. **Embracing Technology:**

**ACTION:** Roberto will make minor adjustments to his proposal and then provide the document to Cpl. Hoyer for SBPD approval.

g. **November Chair & Vice Chair Election Planning:** Chair Riechel announced that at our November meeting nominations for 2016 Committee Chair and Vice Chair will be accepted and elections will take place at the December 2015 meeting.

h. **Follow-up on items from residents from last meeting: (if any) – none**

i. **Closed Session Update:**

**ACTION:** Update by Cpl. Hoyer on status of open committee position. Committee has a vacancy. Recruitment for the open committee vacancy has started.

9. **Adjournment:** - Meeting adjourned at 7:55 p.m.

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

◀ Posted Pursuant To Law ▶