



FOOTHILL - DE ANZA

COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT
"TO SERVE AND PROTECT"



Police Chief's Advisory Committee (PCAC)

Meeting Minutes/Notes

November 18th, 2021 4:00pm – 5:30pm

I. Welcome and Introductions

➤ *In attendance:*

Chief Danny Acosta – PCAC Chair, FHDA PD

Ishmael Tarikh – De Anza Academic Senate

Bill Baldwin – Central Services Classified Senate

Rhonda Wood – Foothill Classified Senate

Dennis Shannakian – De Anza Classified Senate

Ajani Byrd – Dean of Institutional Equity,
Diversity & Inclusion at FHC

Myisha Washington – Interim Vice Chancellor,
Human Resources

David Marasco – Foothill Academic Senate

Shawna Santiago – ACE

Joe Moreau – VC Technology representing both
ETS & Chancellor's Cabinet

Sarah Morales – DASB Vice President

Carla Maitland - Assistant to the Vice
Chancellor of Business Services

Joy Garza - FHDA PD Training &
Communications Manager

Joe Mauss – FHDA PD Records Supervisor

➤ *Self-introductions of attendees*

➤ *Ishmael posted in the chat a recent De Anza Academic Senate survey regarding issues and priorities with the police and safety on campus.*

II. Approval of Minutes/Notes

➤ *Review of the minutes. No changes brought up at this time.*

III. Mission Statement

A. The purpose of the Police Chief's Advisory Committee (PCAC) is to provide a forum for the exchange of ideas and discussion of public safety topics and issues affecting the Foothill-De Anza Community College District and community. The discussions are intended to be a collaborative, open, honest, respectful, and engaging exchange of ideas. The desired outcomes are to build trust, address community concerns, provide a greater understanding of the complex issues surrounding campus safety in the community college learning environment and provide recommendations to help support the goals and initiatives of the community and the Police Department.

➤ *Chief Acosta, updated Mission Statement based on suggestions from the PCAC.*

➤ *Ishmael thanked the Chief for including the changes*

➤ *Chief advised he will speak with Jim Nguyen that was unable to attend, so he can also review the revised Mission Statement.*

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IV. Role of Committee Review

A. The Police Chief's Advisory Committee (PCAC) is an advisory body to the Chancellor's Advisory Council (CAC). The role and responsibilities of the PCAC include making recommendations to:

1. Build trust between the police department and the community
2. Hear and determine possible ways to address community concerns including:
 - a) Crime reduction programs with the Community Policing Philosophy
 - b) 2. Delivery of police services to the FHDA community
 - c) Make recommendations to Issues affecting public safety

- *Chief Acosta reminded that PCAC is an advisory committee that advises the Chancellor's Advisory Council. He welcomed the meetings to be a free flow of ideas, conversations back and forth to come up with possible solutions.*
- *Ishmael suggested break into smaller groups to tackle some of the issues that are brought up in the meetings. Due to so many topics to review, may be difficult for one group meeting once a month to cover everything.*
- *Chief Acosta advised the survey Ishmael provided is helpful to prioritize the topics. He liked the idea of assigning staff members to address a particular topic but staffing issues could be a concern.*

V. 21-22 Academic Year Schedule

October 21, 2021	March 17, 2022
November 18, 2021	April 21, 2022
December 16, 2021 (?)	May 19, 2022
January 20, 2022	June 16, 2022
February 17, 2022	

- *The grouped confirmed 12/16/21 was good for everyone present. No objections to that date. Joe Moreau stated the importance of not skipping a month because of the progress made during these meetings.*

VI. Suggestions for Topics

- A.** Police Blotter
- B.** Community Policing
- C.** Crime statistics, Clery Report
- D.** Hiring process
- E.** Training
- F.** Demilitarization
- G.** Police Staffing shortages and updates

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- H. Complaint process and complaint status'
- I. FHDA PD response time vs SCCSO
- J. Self-Initiated contacts vs calls for service
- K. Issues concerning homeless
- L. Workplace Violence and Active Shooter issues and training
- M. Budget Detail
- N. Law Enforcement (LE) challenges; PTSD, staffing shortages, divorce, fatigue
- O. Mask Enforcement, Dean's

➤ **Parking fees and fines:**

- *David Morasco; parking fees and fines related to the budget. How do parking permits and parking citations effect the budget and what is the impact now that we are not collecting that due to Covid?*
- *Chief Acosta; parking fines & fees are part of the budget. Per the state, they are not required to collect but if colleges charge parking fees, funds are to support facilities and the parking system and services. Some students can apply for a reduced rate for parking permits.*
- *Joe Mauss; Financial Aid students can get a reduced rate; regular rate \$75.00 per year reduced down to \$13.50. The students can apply for additional assistance and possibly get \$13.50 waived.*
- *Joe Moreau; has brought up the idea of not charging for parking before, would like to get the committee's input. He is aware that funds would need to come out of the General Fund, but suggested it would align with the college's equity agenda, students that are most vulnerable are most likely cannot pay for parking.*
- *Adjani Byrd; how do students know if they qualify for parking assistance. Is the burden placed on the student to find financial aid assistance? Would like to discuss ways to automate the Financial Aid system for all students. Suggested that when a student applies to CCC or Footill/De Anza, the application can align with FASFA and financial aid. What is the overall surplus/deficit from parking fees, better to use a sliding scale or eliminate the cost to students completely?*
- *Chief Acosta will bring this up to the Chancellor's Cabinet. Has not seen a surplus rather an annual deficit the past seven years. Parking enforcement is the primary job for student aides (non-police officers) on campus. Other options; charge parking for other special events or faculty and staff. May be a better committee/body to address the parking fees and issues.*
- *Bill Baldwin, if the police department is dependent on parking fees, does it incentivize PD on over enforcement for parking violations and tickets in order to add to the parking fund?*
- *David Morasco encouraged increased messaging to students around financial and parking assistance. Should we not charge for parking? Could not find specific information on the website about reduced parking fees. Questioned discounted rates, found different information online. How much is discounted from where.*

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- Adjani Byrd; if discounts are taken from student's grant money (BOG, financial aid) student is still paying the fees.
- Shawna Santiago; BOG waiver covers ½ of quarterly parking fees but only CA students, which excludes non residency or undocumented students. Not a true waiver.
- Chief Acosta/Joe Mauss to follow up on parking fees with Financial Aid and report at the next meeting.

➤ **De Anza Survey on Police Topics**

- Ishmael shared a poll taken by his constituents, 92 respondents. #1 issue was training, #2 workplace violence and active shooter issues and training, #3 mask enforcement and police department staffing, #4 was demilitarization and community policing. Highlighted some comments made by faculty:
 - Focus on campus safety vs traffic enforcement (expired tags, broken tail lights)
 - Instructor received threats from a student, felt terrorized for months, and had to teach that student in class without police protection.
 - Thankful for the police professional and FHDAPD positive team.
 - More outreach to students to clarify law enforcement roles and responsibilities.
 - Examine budget, too many officers. Hired 7 officers in one year 2018?
- Ishmael, if perceptions and comments are not factual, then committee needs to make sure we are informing the community true facts and correct information.
- Chief Acosta in response to a comment; 7 officers hired in 2018 is not accurate. Many times misinformation spreads and the facts are not understood. On a good day, current staffing is three officers on duty. That's one officer per campus. Most of the time there are not enough officers to be on each campus. Many may see CSOs (Community Service Officers) and PSAs (Police Student Aids) as officers and they are not. Important to get accurate information out there. Website and Police blotter may help this issue.
- Joe Moreau; urgent matter to consider is police staffing levels. It is a widespread misperception of what actual staffing levels are. Are we prepared for in person campuses and potentially handling mental health response next spring?
- Chief Acosta; agreed and stated how long the hiring process takes for one officer. Officer position was posted in March 2021 and the newly hired officer finished field training November 17th with more training to still be done.

➤ **Mental Health Issues**

- Adjani Byrd; thoughtful and intentional about police response in future return to campus, specifically for people with mental health issues. These situations may be at a higher frequency. Do officers need to respond or can other public safety personnel respond to mental health situations? Example of renaming 'police department' to 'public safety'.
- Chief Acosta; when officers respond to mental health calls they can go very good or very bad, very quickly. Officers are trained in how to handle these types of calls but would like to see mental health experts in this area to assist on patrol. The Sheriff's Office has a program; plain

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clothes officers that respond to mental health calls with a clinician to assist on the calls. Would like to do something like that in our department, but is unsure of the resources needed.

- *Ishmael; issued a challenge to Chief Acosta/PD to be a model agency that handles thousands of students and staff with minimal staffing. Acknowledged police training often focuses on command and control which can lead to escalation vs de-escalation. This does not transfer well for people that are in mental health crisis. Opportunity is ripe for PD to be a model agency in approaches and flexibility. Asked if the new FHDA officer also went through POST training, is there a second layer of training?*
- *Chief Acosta; confirmed the new officer completed POST training and completed the FTO (Field Training Officer) training at FHDAPD which focuses on district and departmental policies. The officer is also scheduled for additional training, college, state, and federal mandates. Would like to see training done 5-6 months out of the year and advised it is difficult with the current staffing levels.*

➤ **Police Blotter**

- *Joy; shared screen to show the updated Police Blotter on the PD website. Thanks to Rhonda Wood for the idea of creating a more detailed blotter showing individual cases. Blotter data currently shows 3 months, a breakdown of a case: number, date, nature of the call and brief description of the event. Also has a "month in review" PDF that can be downloaded. Police department found some errors in "unknown" data thanks to the follow up work stemming from committee discussions. We corrected the errors in the incident types.*
- *Joe Moreau, Blotter is great and a good tool to stop disinformation. Has shared with colleagues who had positive feedback.*
- *Joy; in the future would like to add annual data analytics (graphs, charts) to the website.*
- *Chief asked for all members of the committee to review the blotter and forward any questions to Joy or himself.*

➤ **Police Training**

- *Joy; training is a loaded task for any department; "what is required by the state, college, Chief, Training Manager? Time and staffing are issues.*
- *Joy; implemented a new online training program in September as a way to lessen the impact on budget and staffing. Trainings are bi-weekly, self-paced and in addition to all other mandated trainings. As of Nov 15th FHDA officers have 100% participation rate and been given 23 assignments with a completion of 13 hours of training per officer.*
- *Joy; Sept & October was focused on use of force and de-escalation topics. Most training given is CA POST approved/certified. November training focus is police mental health awareness and response.*
- *Joy; new training in 2022 stemming from legislation. Example, use of force training including more strategic communications and de-escalation techniques, also a new LGBTQ awareness course.*
- *Joy; PD will host two Active Assailant trainings in January, one on each campus for faculty, staff and students. Will send out flyers and signup information to the group.*

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- *Chief Acosta; shortly after the Gilroy shooting, both campuses requested this course. PD held two classes on each campus, total of six courses but had zero attendees in all courses. Encouraged participation from group and constituents.*
- *Chief Acosta discussed the behavior intervention teams on both campuses and is working with the District to get one for staff as well.*
- *Joe Moreau requested the save the date information for the January course so he can distribute.*

➤ **Meeting adjourned 5:38**