



# AGENDA

## ANTIOCH POLICE CRIME PREVENTION COMMISSION REGULAR MEETING

Date: **Monday, May 17, 2021**

Time: 7:00 P.M.

Place: The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease, is making Antioch Police Crime Prevention Commission meetings available for livestream (at [www.antiochca.gov](http://www.antiochca.gov)).

If you wish to make a public comment, you may do so any of the following ways: (1) by filling out an online speaker card, located at [https://www.antiochca.gov/apcpc/speaker\\_card/](https://www.antiochca.gov/apcpc/speaker_card/), (2) by emailing Lieutenant Meads prior to or during the meeting at [rmeads@antiochca.gov](mailto:rmeads@antiochca.gov), or (3) by dialing (925) 779-6977 during the meeting.

The City cannot guarantee that its network and/or the site will be uninterrupted. To ensure that the Police Crime Prevention Commission receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting.

Commissioner – **Matthew Dawson**  
Commissioner—**Nichole Randolph**  
Commissioner—**Clyde Lewis Jr.**  
Commissioner—**Robert Munton**

Commissioner—**Dwayne Eubanks**  
Commissioner—**Willie Everett**  
Commissioner—**Vacant**  
Coordinator—**Hansel Ho**

**Online Viewing:** <https://www.antiochca.gov/apcpc/meeting/>

**Electronic Agenda Packet:** <https://www.antiochca.gov/government/agendas-and-minutes/police-crime-prevention-commission/>

\*\*\*\*\*

1) **ROLL CALL-REGULAR MEETING**- for Commissioners

**PLEDGE OF ALLEGIANCE**

2) **PUBLIC COMMENTS** – If you wish to make a public comment, you may do so any of the following ways:

- I. By filling out an online speaker card, located at [https://www.antiochca.gov/apcpc/speaker\\_card/](https://www.antiochca.gov/apcpc/speaker_card/)
- II. By emailing the Lieutenant Meads prior to or during the meeting at [rmeads@antiochca.gov](mailto:rmeads@antiochca.gov)
- III. By dialing (925) 779-6977 during the meeting.

The city cannot guarantee that its network and/or the site will be uninterrupted. To ensure that the Police Crime Prevention Commission receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting.

3) **COMMISSION COMMITTEE REPORTS/COMMUNICATIONS:**

- I. Business Watch Implementation – Report by All Commissioners
- II. Community Outreach Sub Committee, “Bridging the Gap” – Commissioner Lewis
- III. Proposal to Change Mission Statement and Responsibility for Crime Prevention Commission – Commissioner Eubanks.
- IV. Publicize Neighborhood Watch and Available Tools with Social Media – Commissioner Randolph

4) **COMMISSION CHAIR COMMENTS:**

5) **PRESENTATION TO THE COMMISSION:**

Parking Enforcement – Michelle Dugan, SP+

6) **CONSENT CALENDAR:**

- V. APPROVAL OF CRIME PREVENTION COMMISSION MEETING MINUTES FOR APRIL 19, 2021

Recommended Action: Motion to approve the Minutes

**STAFF REPORT**

- VI. APPROVAL OF CRIME PREVENTION COMMISSION MEETING MINUTES FOR MAY 5, 2021

Recommended Action: Motion to approve the Minutes

**STAFF REPORT**

7) **REGULAR AGENDA:**

- I. PCPC NEIGHBORHOOD WATCH AND AVAILABLE SOCIAL MEDIA TOOLS DOCUMENT- Commissioner Randolph

Recommended Action: Receive update and review document for next steps.

**APPENDIX A**

## II. COMMISSION MEETING SPEAKER CALENDAR FOR 2021 – Commissioner Lewis

Recommended Action: It is recommended that the Commissioners review and discuss protocol and a work to set a defined speaker calendar for the remainder of 2021 and provide direction to city staff.

## III. CITY ISSUED E-MAIL ADDRESSES- Chairperson Dawson

Recommended Action: All commissioners have now been provided city email addresses. Commissioners should all log in and set them up in order to send and receive emails. All commission communication and correspondence going forward should now be solely conducted via these new e-mail addresses instead of personal email addresses.

### APPENDIX B

8) **PUBLIC COMMENTS** – Forum for the public comment of items not on the regular agenda. Refer to process mentioned above in item 2 for public comments. Time limit of three (3) minutes per public comment.

## 9) STAFF COMMUNICATIONS:

- i. Coordinator Hans Ho: Neighborhood Cleanup, none scheduled for now. VIPS program still under suspension due to the COVID 19 pandemic. VIPS program tentatively scheduled to restart after June 17, 2021
- ii. Lt. R. Meads, Antioch Police Department:

## 10) COMMISSIONER COMMUNICATIONS AND FUTURE AGENDA ITEMS

## 11) ADJOURMENT

*Next Crime Prevention Commission Meeting, 7 p.m., Monday June 21, 2021 via ZOOM.*

### MEETING FACILITY IS WHEELCHAIR ACCESSIBLE.

In accordance with the American Disabilities Act and California law, the City of Antioch offers its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with disability and requires information or materials in an appropriate alternative format; or if you require any other accommodation, please contact the ADA Coordinator at the number or e-mail address below at least 72 hours prior to the meeting or when you desire to receive services. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City's ADA Coordinator can be reached at Phone: (925) 779-6950, and e-mail: [publicworks@ci.antioch.ca.us](mailto:publicworks@ci.antioch.ca.us).

**THE PUBLIC IS INVITED TO REQUEST ANY ADDITIONAL**

**INFORMATION OR MATERIALS PERTAINING TO THE AGENDA BY  
CONTACTING LT. POWELL MEADS @ (925) 779-6977  
BETWEEN 2 P.M. AND MIDNIGHT, MONDAY - WEDNESDAY.**

**ANTIOCH POLICE CRIME PREVENTION COMMISSION  
REGULAR MEETINGS ARE CONDUCTED ON THE  
THIRD MONDAY OF EACH MONTH AT 7:00 P.M. BARRING HOLIDAYS  
AT THE POLICE FACILITY - COMMUNITY ROOM  
300 'L' STREET.**

**ANTIOCH CRIME PREVENTION COMMISSION  
REGULAR MEETING**

**Regular Meeting  
7:00 P.M.**

**April 19, 2021  
Meeting Conducted Remotely**

*The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease (COVID-19), held Police Crime Prevention Commission meeting live stream (at [www.antiochca.gov/apcpc/meeting/](http://www.antiochca.gov/apcpc/meeting/)). The Police Crime Prevention Commission meeting was conducted utilizing Zoom Audio/Video Technology.*

**1. CALL TO ORDER**

Coordinator Ho called the meeting to order at 7:04 P.M., on April 19, 2021. He announced that typically the Chair/Vice Chair of the Commission conducted the meeting; however, those positions were currently vacant so he would continue to conduct the meeting until they were appointed.

**PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

Present: Commissioners Randolph, Dawson, Everett, Munton, Lewis and Eubanks

Staff: Lieutenant, Powell Meads  
Coordinator, Hans Ho  
Minutes Clerk, Kitty Eiden

**3. COORDINATOR'S OPENING REMARKS - None**

**4. APPROVAL OF MINUTES (March 15, 2021)**

On motion by Commissioner Dawson, seconded by Commissioner Eubanks the Crime Prevention Commission members unanimously approved the minutes of March 15, 2021 as presented. The motion carried the following vote:

Ayes: Commissioners Randolph, Dawson, Everett, Munton, Lewis and Eubanks

**5. PUBLIC COMMENT - None**

**6. ELECTION OF CHAIR AND VICE CHAIR**

Commissioner Everett nominated Commissioner Dawson as Chair.

Commissioner Eubanks nominated himself as Chair.

Commissioners Eubanks and Randolph voted to appoint Commissioner Eubanks as Chair.

Commissioners Everett, Munton and Lewis voted to appoint Commissioner Dawson as Chair. Commissioner Dawson abstained from voting for himself.

Coordinator Ho announced that by a majority vote, Commissioner Dawson was appointed Chair.

Commissioner Lewis nominated Commissioner Eubanks to serve as Vice Chair. By unanimous vote, Commissioner Eubanks was appointed Vice Chair.

**7. PRESENTATIONS TO THE COMMISSION - None**

**8. OLD BUSINESS:**

**Business Watch Implementation - None**

**Community Outreach Sub Committee, “Bridging the Gap” – Commissioner Lewis**

Commissioner Lewis reported that he had no update this evening; however, there should be one next meeting.

**Proposal to Change Mission Statement and Responsibilities for Police Crime Prevention Commission – Commissioner Eubanks**

Commissioner Eubanks gave a brief overview of the Committee’s review of the Mission Statement and Responsibilities. He noted the information was before the Commission and the recommendation was to approve to move it forward for Council consideration.

In response to Coordinator Ho, Commissioner Eubanks confirmed that the Mission Statement and Responsibilities were two separate documents.

Commissioner Eubanks reviewed the Findings, Mission Statement and Responsibilities.

### **FINDINGS OF THE COMMITTEE**

We find that the existing mission and responsibilities statements if amended with a few updates and executed in an appropriate manner, authorize and empower the commission to serve in a capacity commensurate with the hopes and expectations of the community, appointed commissioners and Police department.

### **DISCUSSION**

Commissioner Eubanks stated if executed the Committee believed the changes would improve service to the community.

Chairperson Dawson confirmed that each responsibility was the “whereas” of their charter for goals of the Commission.

### **MISSION STATEMENT**

**1999 Language**

The Antioch Police Crime Prevention Commission will undertake the position of a facilitator of community-wide crime prevention programs. Incorporating the active participation of our citizens, businesses, and the police department of these programs. It will furnish resource to increase awareness; help to reduce crime; and provide open communications between the community and its police department.

### **Proposed Language**

The Antioch Police Crime Prevention Commission facilitates and fosters collaborative communication between the community, police department and city government. Organizes active participation of residents, businesses, and the police in community wide programs to increase awareness, transparency, provide robust resources to reduce crime, support youth programs and provide public safety in an engaging and empowering way.

### **RESPONSIBILITY A**

#### **1999 Language**

To serve in an advisory role to the City Council and/or police Department on issues relative to the crime prevention/neighborhood watch programs.

#### **Proposed Language**

To serve in an advisory role to the City Council and the Police Department on issues relating to crime prevention strategies and challenges, Neighborhood / Business Watch, and/or other future authorized programs.

### **RESPONSIBILITY B**

#### **1999 Language**

It shall be the responsibility of the commission members and block captains to ensure the neighborhood watch programs within their assigned area are contacted regularly.

#### **Proposed Language**

It shall be the responsibility of the commission to ensure neighborhood block captains and business watch partners and other authorized program partners within the city are contacted regularly and provided up to date presentation materials to conduct productive meetings.

### **RESPONSIBILITY C**

#### **1999 Language**

It shall be the objective of the commission to solicit and advertise crime prevention and neighborhood watch programs in each area within the city.

#### **Proposed Language**

It shall be the objective of the commission to solicit and publicize crime prevention, techniques/programs, neighborhood and business watch and other authorized programs in each area within the city.

## **RESPONSIBILITY D**

### **1999 Language**

It shall be the responsibility of the commission member to report to the chairperson relative to what has been accomplished during the month so a synopsis of events can be prepared for the chief of police.

### **Proposed Language**

It shall be the responsibility of the commission member to report monthly to the Chairperson or their designee regarding what has been accomplished during the month so a synopsis of events can be prepared for the Chief of Police and/ or City Council.

## **RESPONSIBILITY E**

### **1999 Language**

It shall be the responsibility of the commission member to ensure consistent programs not predicated on issues or incidents, but to instill the basic responsibility of citizens to be the eyes and ears of one's neighborhood so as to be proactive, not re-active.

### **Proposed Language**

It shall be the responsibility of the commission members to ensure consistent and up to date public facing programs. Programs shall not be predicated on issues or incidents but designed to instill the basic responsibility of citizens to be the eyes and ears of one's neighborhood to be proactive and not re-active.

## **RESPONSIBILITY F**

### **1999 Language**

The commission may advise the city council and / or police department on all local legislative proposals reviewed which specifically pertain to crime prevention.

### **Proposed Language**

The commission may serve as an advisory body to the city council and/or police department on all local legislative proposals or programs that pertain to crime prevention and/or public safety awareness.

### **Discussion**

Commissioner Eubanks stated this responsibility gave the Commission the capability of raising issues brought forward to the Commission to a level commiserate with the level worthy of their effort.



Commissioner Lewis questioned if the expectation was that future Commissioners would have some level of expertise around Crime Prevention or if it would be criteria for the recruitment of Commissioners.

Chairperson Dawson clarified that this item was dependent upon what they had the ability to do at this time.

## **RESPONSIBILITY G**

### **1999 Language**

The commission shall appoint sub-committees to assist as necessary and sub-committees are to be comprised of Antioch resident representatives of the community and/or commission members. They shall serve at the discretion of the Police Crime Prevention Commission and City Council.

### **Proposed Language**

The commission shall appoint sub-committees to assist as necessary and sub-committees can be comprised of both commission members and/or Antioch resident representatives of the community. They shall serve at the discretion of the Police Crime Prevention commission chairperson or city council.

### **Discussion**

Commissioner Lewis suggested highlighting that prior to a Commissioner speaking on behalf of the Police Crime Prevention Commission, it had to be sanctioned by the Commission.

Chairperson Dawson responded that if this idea were supported by the Commission, the subcommittee could develop language to address this item.

Coordinator Ho commented that Commissioners would be presenting materials to the public regarding the Neighborhood Watch and Business Watch programs. He noted if they did not have a clear answer to someone's question, it could be forwarded to himself or Lieutenant Meads for a response. He further noted the official spokesperson for the Commission was the Chair or in his absence, the Vice Chair. He added that anything a Commissioner responded to on behalf of the Police Crime Prevention Commission, needed to be agreed upon by the Commission. He noted they could always respond with a personal opinion; however, if an incident involved police action it was always cautionary to respond that they could provide information once they consulted Lieutenant Meads.

## **RESPONSIBILITY H**

### **1999 Language**

The Police Crime Prevention Commission shall be responsible for the implementation, presentation, and follow through on assigned matters pertaining to crime prevention and the neighborhood watch program.

### **Proposed Language**

The Police Crime Prevention Commission shall be responsible for the implementation, presentation and follow through on matters pertaining to crime prevention programs, neighborhood / business watch and other such future authorized programs.

## **RESPONSIBILITY I**

### **1999 Language**

The Commission shall be provided with such reports, communications and other information if requests from the police department pertaining to crime prevention and neighborhood watch, unless the same is prohibited to it by the laws of the State of California or the United States.

### **Proposed Language**

The Commission shall be provided with reports, communication, and other information it requests from the Police department pertaining to crime prevention, Neighborhood / business watch and other such authorized future programs unless prohibited by local ordinance, laws of the State of California or the United States.

## **RESPONSIBILITY J**

### **1999 Language**

The commission shall not by virtue of these by-laws become involved in any operational aspects of the police department or in any aspects of the internal affairs of the department.

### **Proposed Language**

The Commission shall not by virtue of these by-laws become involved in any operational aspect of the police department or in any aspects of the internal affairs of the department.

### **Discussion**

Commissioner Lewis suggested the Commission move forward with the approval of the Mission Statement and add public engagement protocols to the Responsibilities.

Commissioner Eubanks suggested the Commission add the public engagement protocols this evening so the process could move forward.

In response to Chairperson Dawson, Coordinator Ho confirmed that the Mission Statement and Responsibilities were two separate documents.

Commissioner Randolph stated that there was value in revisiting the Mission Statement and Responsibilities at regular intervals and suggested adding language to address this process.

Lieutenant Meads clarified that the Commission would be voting on a final document to present to the City Council for adoption. He suggested presenting the City Council with a complete document with all the changes proposed by the Commission.

Coordinator Ho added that Commission would be voting to adopt the changes to be incorporated into a final document which would be forwarded to Lieutenant Meads who would advance it up the chain of command and to the City Council.

On motion by Commissioner Lewis, seconded by Commissioner Everett the Police Crime Prevention Commission unanimously accepted the Mission Statement and Responsibilities as presented with the addition of the following items:

- Guidelines for public engagement and public speaking on behalf of the Commission
- Set intervals for future reviews of the Mission Statement/Responsibilities

The motion carried the following vote:

Ayes: Commissioners Randolph, Everett, Munton, Lewis, Eubanks, Dawson

Coordinator Ho requested the approved changes to the document be forwarded to him so he could forward them to Lieutenant Meads and eventually the City Council.

### **Publicize Neighborhood Watch and Available Tools with Social Media**

Commissioner Randolph stated she had visited the Antioch Police Department Facebook, twitter and Instagram which were outdated and provided little to no information on the Police Crime Prevention Commission. She believed it may be beneficial for Commission vacancies be posted to the Antioch Police Department social media pages until the positions were filled. She stated the City Managers bi-monthly updates may also be an option to advertise vacancies. She suggested an initial posting with a description of all the Board and Commissions and then posting vacancies thereafter.

Commissioner Eubanks stated that he believed the City's website listed all Boards and Commissions.

Commissioner Randolph responded that there were some instances where the information on the City's website was outdated. She stated that she assumed residents did not know about the Boards and Commissions unless they sought out the information. She noted the City's website would be the priority and then putting the information on the Antioch Police Department Facebook page could reach residents who received their notifications.

Lieutenant Meads stated it would be easier to go through him for social media input because he had the contacts with the Antioch Police Department's social media team that was managed by Lieutenant Mendes.

Commissioner Eubanks volunteered to serve on a committee to assist Commissioner Randolph.

On motion by Commissioner Randolph, seconded by Commissioner Lewis the Police Crime Prevention Commission unanimously formed a Police Crime Prevention Social Media Subcommittee consisting of Commissioners Randolph and Eubanks.

## **9. NEW ITEMS TO BE AGENDIZED FOR THE NEXT MEETING**

No items were requested.

## **10. COMMISSION COMMUNICATIONS**

### **Commission**

Commissioner Eubanks announced that May would be Asian American Pacific Islander Month, and the Antioch Historical Society was very involved in the recognition. He reported that Mayor Thorpe would be presenting a proclamation apologizing for the treatment of Asian/Chinese Americans. He noted the City would be commemorating the Chinese community and the tunnels that were built because of the sundown laws. He announced Coordinator Ho would be featured in one of the articles because of his community involvement.

Commissioner Lewis announced that some AUSD schools would be conducting in person graduations this semester and the AUSD would be opening schools tomorrow for the learning pods.

Chairperson Dawson announced the Antioch Police Department would be holding a DEA drug take-back day 10:00 A.M. – 2:00 P.M. on April 24, 2021 for the safe disposal of unwanted or unused prescription medications. He also announced that Contra Costa County Health Services would be holding walk-in vaccination clinics 9:00 A.M. – 4:00 P.M. daily from April 15-25, 2021, at the Antioch Community Center.

### **Antioch Police Department**

Lieutenant Meads announced that interviews were held for the eight applicants that applied for the vacancy on the Police Crime Prevention Commission; however, Councilmember Thorpe had yet to make a determine on his selection.

Commissioner Randolph questioned if the application process would be opened back up or if the focus would be on the current applicants.

Lieutenant Meads stated that Mayor Thorpe indicated that it was not clear whether any of the applicants would be an appropriate fit and he was unsure on how the process would be moving forward.

Coordinator Ho explained that the VIPS had been on suspension due to the COVID-19 pandemic because most of them were over 65 and high-risk. He announced that the current plan was to reinstate the VIPS program after June 17, 2021 and they hoped resume parking enforcement and monthly neighborhood cleanup programs after that date.

Chairperson Dawson announced the following meetings/educational presentations and events:

### **11. FUTURE COMMISSION MEETINGS / EDUCATIONAL PRESENTATIONS / EVENTS**

- Neighborhood Clean Up – VIPS program under suspension due to the COVID-19 pandemic tentatively scheduled to resume after June 17, 2021
- Crime Prevention Commission meeting – 7:00 P.M. on May 17, 2021 – via Zoom

### **12. PUBLIC COMMENT - None**

### **13. ADJOURNMENT**

On motion by Commissioner Lewis, seconded by Commissioner Eubanks the Crime Prevention Commission members present unanimously adjourned the meeting. The motion carried the following vote:

Ayes: Commissioners Randolph, Dawson, Everett, Munton, Lewis and Eubanks

The meeting was adjourned at 7:57 P.M. to the next regularly scheduled meeting on May 17, 2021 at 7:00 P.M.

Respectfully submitted:

*Kitty Eiden*

---

KITTY EIDEN, Minutes Clerk

**ANTIOCH CRIME PREVENTION COMMISSION  
SPECIAL MEETING**

**Special Meeting  
7:00 P.M.**

**May 5, 2021  
Meeting Conducted Remotely**

*The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease (COVID-19), held Police Crime Prevention Commission meeting live stream (at [www.antiochca.gov/apcpc/meeting/](http://www.antiochca.gov/apcpc/meeting/)). The Police Crime Prevention Commission meeting was conducted utilizing Zoom Audio/Video Technology.*

**14. ROLL CALL**

Chairperson Dawson called the Special meeting to order at 7:00 P.M., on May 5, 2021.

Present: Commissioners Randolph, Everett, Munton, Lewis, Eubanks and Chairperson Dawson

Staff: Lieutenant, Powell Meads  
Coordinator, Hans Ho  
Minutes Clerk, Kitty Eiden  
City Attorney, Thomas Lloyd Smith

**15. PLEDGE OF ALLEGIANCE**

Commissioner Munton led the pledge of Allegiance.

**16. OPENING CHAIR REMARKS**

Chairperson Dawson thanked the Commission for attending the special meeting this evening and discussed the manner in which the meeting would be conducted.

**17. PUBLIC COMMENT - None**

**18. MISSIONS STATEMENT & COMMISSION RESPONSIBILITIES DOCUMENT**

Commissioner Eubanks thanked Commissioners for attending the Special meeting this evening. He reported the Ad Hoc Committee had met and were recommending that the Commission advance the Mission Statement & Commission Responsibilities document approved at the last Police Crime Prevention Commission meeting and that the two revisions requested by the Commission (Public Engagement Protocols and document update cadences) be incorporated into the Commission by-laws at a future date.

Coordinator Ho clarified that the Commission was looking at one document; however, the Mission Statement and Commission Responsibilities were two separate submittals. Chairperson Dawson reported the Ad Hoc Committee believed the public engagement protocols and document update cadences were more suited for the governing document.

On motion by Commissioner Lewis, seconded by Commissioner Munton the Police Crime Prevention Commission unanimously continued to accept the Mission Statement & Commission Responsibilities documents as approved on April 19, 2021 and amended the original approval to incorporate the public engagement protocols and document update cadences into the Commission by-laws at a future date. The motion carried the following vote:

Ayes: Commissioners Randolph, Everett, Munton, Lewis, Eubanks and Dawson

## **19. CREATION OF A BY-LAWS REVIEW AD-HOC COMMITTEE**

Chairperson Dawson reported that the recommendation was to create an Ad-Hoc Committee to review and recommend revisions of the Commissions By-Laws since the last revision was in 2000.

A motion was made by Commissioner Eubanks, seconded by Commissioner Lewis to approve the formation of a By-laws Review Ad Hoc Committee.

Speaking to the motion, Chairperson Dawson announced that this Ad Hoc Committee would initially run until Nov 30, 2021.

City Attorney Smith stated the Commission could form the Committee and appoint the members to serve.

Commissioners Eubanks, Munton and Chairperson Dawson volunteered to serve on the By-laws Ad Hoc Committee.

The motion to approve the formation of a By-laws Review Ad Hoc Committee consisting of Commissioners Eubanks, Munton and Chairperson Dawson was unanimously approved. The motion carried the following vote:

Ayes: Commissioners Randolph, Everett, Munton, Lewis, Eubanks and Dawson

Commissioner Lewis questioned if the Police Crime Prevention Commission could discuss protocol for guest speakers. He noted he had been approached by someone who was requesting to make a presentation to the Commission.

Chairperson Dawson explained that the scope of this Special meeting was limited to the items agendized; however, that item would be placed on the May 17, 2021 Police Crime Prevention Commission agenda for discussion.

## **20. PUBLIC COMMENT - None**

## **21. ADJOURNMENT**

On motion by Commissioner Munton, seconded by Commissioner Eubanks the Crime Prevention Commission unanimously adjourned the Special meeting. The motion carried the following vote:

Ayes: Commissioners Randolph, Everett, Munton, Lewis, Eubanks and Dawson

The meeting was adjourned at 7:14 P.M. to the next regularly scheduled meeting on May 17, 2021 at 7:00 P.M.

Respectfully submitted:

*Kitty Eiden*

---

KITTY EIDEN, Minutes Clerk



*Publicize Police Crime Prevention Commission  
Neighborhood Watch and  
Available Tools with Social Media*

**What:** *Publicize Neighborhood Watch and Available Tools with Social Media* was an item originally brought forth during the March meeting.

**Why:** I believe it is important that Antioch residents are aware of the Police Crime Prevention Commission (Commission) namely a high-level overview of the role of the Commission, tools/resources it can provide, and timely notification of vacancies.

**How:** By utilizing existing channels, the Commission can reach a larger audience than it likely does now.

**Details:**

The City of Antioch's website is the point of reference for the details noted above, but one must know to access the City's website. By initiating social media outreach, the Commission can work toward ensuring interested residents have access to information and opportunity.

**Logistics:**

The City Manager's office publishes the *City Manager's Bi-Monthly Updates* with a specified purpose of:

*In an effort to better inform the Council, city employees and the public about current City activities and issues, the City Manager's office established a bi-Monthly City Manager Update that is published and distributed twice a month.*

In review of the City Manager's bi-monthly update published April 2021 – Issue 8, that office already posts some notifications regarding Board and Commission vacancies (see attachment). The Commission just needs to ensure it is done when there is a vacancy.

Keeping in mind that the City of Antioch's website is the source for the details, the message in the *City Manager's Bi-Monthly Updates* should simply be naming our Commission and recycling or tailoring the language from the sample attached.

Antioch Police Department (APD) has a significant social media presence (Facebook, Instagram, and Twitter) and it has over the years posted items related to the Commission.

The proposal is to request that APD's social media page(s) post when there are vacancies on the Commission perhaps bi-weekly or monthly until applications are no longer being accepted. Additionally, posting information regarding Neighborhood Watch tools/resources may be beneficial.

At a frequency of monthly or quarterly (to coincide with monthly meetings), the Commission should consider showcasing Neighborhood Watch tools/resources such as: *What is Neighborhood Watch? What is Business Watch? Do you know about the availability of vacation home checks?* The featured item will be drafted by a Commissioner and forwarded to APD to incorporate on their social media page(s).

If the suggestions of the Police Crime Prevention Commission subcommittee are reasonable and this agenda item is accepted by the Commission, Nichole Randolph volunteers (if deemed appropriate) to – contact the City Manager's office for inclusion in the *City Manager's Bi-Monthly Updates* when there is a vacancy and draft items for publication to the APD's social media accounts.

# CITY CLERK

## Board of Administrative Appeals

The City of Antioch encourages residents to become involved in their local community. One way to do so is to serve on various commissions, boards and committees. The City Clerk's Department is **accepting applications** for the Board of Administrative Appeals:

- **Three (3)** Board Members, 4-year term vacancies, expiring March 2024
- **Two (2)** Board Members, 2-year term vacancies, expiring March 2022
- **One (1)** Alternate Member, 2-year term vacancy, expiring March 2022

**Any interested resident is encouraged to apply.** To be considered for these volunteer positions, a completed application must be received in the City Clerk's Department via email: [cityclerk@ci.antioch.ca.us](mailto:cityclerk@ci.antioch.ca.us) by the **EXTENDED** deadline date of 5:00 p.m., Friday, May 14, 2021. Applications are available **HERE**

## City Council Meetings

City Council Meetings are held on the 2nd and 4th Tuesday of each month.

City Council Agendas, including Staff Reports are typically posted onto our City's Website **72 hours** before each Council Meeting. To be notified when the agenda packets are posted onto our City's Website, simply click on this link:

<https://www.antiochca.gov/notifications/> and enter your e-mail address to subscribe.

To view the current and past agenda information, click on the following link **here**.



## FREE COVID-19 Vaccines

We want everyone in our community to be safe. The COVID-19 vaccine adds one more layer of protection for you, your family and all of us.



To schedule an appointment, call 1-833-VAX-COCO (1-833-829-2626) or visit [cchealth.org/coronavirus](http://cchealth.org/coronavirus)

The appointment line is open 8 a.m. to 8 p.m. weekdays, 8 a.m. to 4 p.m. Saturday and Sunday.

**CCHS Bay Point Health Center**

215 Pacifica Ave,  
Bay Point, CA 94565

**CCHS Pittsburg Health Center**

2311 Loveridge Rd,  
Pittsburg, CA 94565

**Nick Rodriguez Community Center**

213 F St,  
Antioch, CA 94509

**ANTIOCH**  
CALIFORNIA

## CITY ISSUED E-MAIL ADDRESS FOR THE CRIME PREVENTION COMMISSIONERS

<b>Name</b>	<b>Email Address</b>
Matthew Dawson	<a href="mailto:mdawson@AntiochcaCommision.gov">mdawson@AntiochcaCommision.gov</a>
Dwayne Eubanks	<a href="mailto:deubanks@AntiochcaCommission.gov">deubanks@AntiochcaCommission.gov</a>
Clyde Lewis, Jr.	<a href="mailto:clewis@AntiochcaCommission.gov">clewis@AntiochcaCommission.gov</a>
Nichole Randolph	<a href="mailto:nrandolph@AntiochcaCommission.gov">nrandolph@AntiochcaCommission.gov</a>
Willie Everett	<a href="mailto:weverett@AntiochcaCommission.gov">weverett@AntiochcaCommission.gov</a>
Robert Munton	<a href="mailto:rmunton@AntiochcaCommission.gov">rmunton@AntiochcaCommission.gov</a>

If you have not received instructions on how to log in or check this email box, please reach out to Chairperson Dawson for more details.