

**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/). 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