



# FOOTHILL - DE ANZA

COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT  
"TO SERVE AND PROTECT"



## Police Chief's Advisory Committee (PCAC)

Meeting Minutes/Notes

Thursday, October 21<sup>st</sup>, 2021, 4:00pm – 5:30pm

### I. Welcome and Introductions

➤ *In attendance:*

**Chief Danny Acosta** – PCAC Chair, FHDA PD

**Judy Miner** – Chancellor

**Myisha Washington** – Interim Vice Chancellor,  
Human Resources

**David Marasco** – Foothill Academic Senate

**Ishmael Tarikh** – De Anza Academic Senate

**Bill Baldwin** – Central Services Classified Senate

**Rhonda Wood** – Foothill Classified Senate

**Dennis Shannakian** – De Anza Classified Senate

**Emaan Dada** – Associated Students of Foothill  
(ASFC)

**Jim Nguyen** – Faculty Association (FA)

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

**Carla Maitland** - Assistant to the Vice  
Chancellor of Business Services

**Joy Garza** - FHDA PD Training &  
Communications Manager

**Joe Mauss** – FHDA PD Records Supervisor

➤ *Judy Miner stopped into the meeting and thanked all of the members of the Committee for taking the time to help move this in the right direction and make relationships where there weren't any before.*

➤ *Chief Acosta thanked everyone for being at the meetings, mentioning that this project started three years ago with a meeting between him and Jim Nguyen.*

➤ *Self-introductions of attendees*

### II. 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 collaborative, open, honest, an exchange of ideas, respectful, and engaging. 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 Police Department and the community.

➤ *Chief Acosta, updated Mission Statement, asked for comments and feedback*

➤ *Ishmael suggested moving the word "community" to before "Police Department" in the last line. This would show the community as the primary driving force and that the Police Department serves the interests of the community.*

➤ *Jim Nguyen, how thoughts and concerns of the community would be integrated and turned into actionable outcomes moving forward. Wants to implement and be able to take action on ideas*

**COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT**

"TO SERVE AND PROTECT"

*set forward by the committee. Once a consensus has been reached, how will we "make that happen".*

- *Chief Acosta reminded the group that this is an advisory committee that advises the Chancellor's Advisory Council. This committee could be in complete agreement as to a course of action and the Chancellor's Advisory Council could possibly reject the matter. Chief Acosta will explore this further at the next meetings.*
- *Joe Moreau pointed out that there may also be laws that prohibit actions agreed upon by the Committee. Word smithing suggestion for the second sentence of the Mission Statement that he will email to Chief Acosta with a cc to Carla.*

**III. 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 discussed the importance of openness and building trust between the Police Department and the community.*
- *Jim Nguyen, add verbiage regarding open communication and transparency.*
- *Ishmael would like the committee to be able to make recommendations even if they already are aware that those recommendations cannot happen for one reason or another. Used the topic of "qualified immunity" as an example. He feels that this would help with the transparency of the Police Department and the Advisory Committee.*
- *Chief Acosta, any and all topics can be brought up in this committee and that was one of the original goals. The committee was originally very informal so any and all topics could be discussed freely. Nothing is off the table.*

**IV. 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	

## COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT

"TO SERVE AND PROTECT"

- *Chief Acosta presented the list of upcoming Advisory Committee meeting dates. These dates will be on both the Police Department and District websites.*

### V. 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
- 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

- *Police Blotter. There are many suggested topics and Chief Acosta started with the website and Police Blotter. That was a primary concern and the recent additions to the website may help provide information to address some questions. Chief Acosta turned the presentation to Joy Garza to review changes and additions to the Police Department website and new Blotter.*
- *Joy Garza shared screen showing the updated look of the Police Department site. New page "Police Blotter". Joy showed how to navigate the page and downloading PDF files of Police Blotter call information. How to find calls and cases that are taken by the department.*
- *Joe Moreau thanked Joy and added how this helps to add transparency of the PD. As a district, we don't really know what groups on campus do.*
- *Bill Baldwin asked if there was any personal information. Joy advised that all personal information has been removed from the online reports. The blotter has basic data regarding each incident the PD responds to. Bill advised that a glossary of terms would be useful.*
- *Chief Acosta stated that most of the police language has been removed, but some of the general terms like "meet the citizen" are very broad terms that can be anything from questions about how to do something to reporting a major crime. Agreed that a glossary would be very helpful.*
- *If people are unsure about information on the blotter, they can reach out to the PD for guidance*
- *David Maracso requested that the information be made available in excel format. Joy advised there are concerns with posting excel sheets online, the data can be manipulated and potentially republished, do not want any misinformation issues. Committee members can possibly be able to request raw data from Chief Acosta.*

## COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT

"TO SERVE AND PROTECT"

- Chief Acosta, questions regarding statistics can be made available. Shared statistics from March 2020 – March 2021 (one year of campus lockdown). 3,399 CAD calls and breakdown of cases taken during a time when “nobody is on campus”.
- Rhonda Wood, Police Blotter for Santa Clara County PD has a lot more information and detail. She would like to see more detail on our Blotter as well.
- Joe Moreau stated that due to our school environment, there are additional privacy rules that must be followed.
- Chief Acosta acknowledged privacy issues and admitted that he was surprised when he first started by how many additional safeguards are in place for students. Clery Report uses federal definitions, and tracks seven types of crimes.
- Jim Nguyen liked the Blotter and said that it will lead to the transparency that the committee is looking for and lead to the community being able to ask questions they have.
- Joe Moreau, the Blotter is a great start.
- Ishmael thanked PD for the work that has been done since the last meeting. Would like to see the Blotter published in campus newspapers, would show the public not only the crimes that took place, but also the crimes that were averted because of law enforcement on campus. Campus newspapers would help get this information out even more.
- Chief Acosta agrees and will reach out to the campus newspapers. Review of suggested topics from the last meeting.
- Jim Nguyen would like to hear from Chief Acosta as to what major issues have come up since the last meeting. What does the transition back to school look like for the Police Department.
- Chief Acosta, PD is 30% understaffed. One new officer and more retirements on the horizon. Overtime is off the charts and takes its toll on the officers. We need to hire more to provide the service that the campuses need.
  - Hiring and training new officers is a long process. Posted job in March and new officer still in training and still needs to complete probationary period.
  - Questioned providing needed levels of security with the current staffing issues. Example, 50% of school shootings happen after the student comes back from some sort of break.
  - Training is an important issue. RIPA (Racial and Identity Profiling Act) training an example. Other types of training could take up to five months out of the year.
  - A “perfect department” would include 25 officers and 4 sergeants, half of the department would rotate training about half of the year.
- Chief Acosta discussed response times; FHDA Police Department average is 2.5 mins and Sherriff’s office is 7.5 minutes.
- Chief Acosta shared concerns. Active shooter incidents average 3 people killed per minute, with a 5-minute difference, that potentially is 15 people. Gilroy festival shooting, GPD officers were on scene within one minute and 3 people died. El Paso Texas PD, 7 minutes response time with 22 fatalities and 26 injured. Other examples of active shooter incidents being diverted due to PD presence and response.

## COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT

"TO SERVE AND PROTECT"

- *Jim Nguyen, concerned about mental health, both for the officers and community. Are officers provided support and training on how to deal with people with mental health issues?*
- *Joy, Training examples, Strategic Communications is a new mandatory training for all officers. This includes de-escalation and interpersonal communication techniques.*
- *Joe Moreau, connections and interdependence between many discussion topics. Challenge of building PD numbers back up. Blotter could be key to help address issues and provide resources for staffing and PD needs. Blotter is a great first step in showing what the police department has done and will help gain support for more officers.*
- *Ishmael, question about department manual and where Use of Force policy is located in the manual. The general public needs to have a better understanding of when force is to be used. Can Police budget be available? When requesting additional officers, what is the budget impact and the personal impact on the officers. Budget can provide more information for members and constituents, can help to understand the need to hire additional officers.*
- *Joy, linked PD website page with the FHDAPD department manual, includes Use of Force policy.*
- *Joe Moreau wants Chief Acosta to bring new ideas to the committee as well, so committee members can go to their constituents for additional input.*
- *Chief Acosta, departments have not reached out to him as of yet. He is open and willing to attend any meetings to listen and help answer questions about the PD and police functions. Thanked the members for attending.*
- *Next meeting is November 18<sup>th</sup>.*