****

**NAPA SPECIAL INVESTIGATIONS BUREAU**

**GOVERNING BOARD**

**OPEN MEETING MINUTES**

**JANUARY 2015**

The regular open portion of the NSIB Governing Board monthly meeting was called to order on Thursday, January 29, 2015 at 10:10 a.m. at the Napa City Hall Committee Room.

**ROLL CALL**

Present or otherwise represented members included; Chairman Chief Steve Potter of Napa PD, Sheriff John Robertson, Chief Mary Butler of Napa County Probation Department, Chief Mitchell Celaya of Calistoga PD, Lieutenant Gary Pitkin.

Also present at the meeting: Undersheriff Jean Donaldson, Sheriff’s Administrative Manager Kim Henderson, and NPD Captain Jennifer Gonzales.

Board members absent: District Attorney Gary Lieberstein, Chief Jackie Rubin of St. Helena PD, and Captain Chris Childs of CHP

**PUBLIC COMMENT**

0 members of the public in attendance.

**AGENDA ITEMS**

**MINUTES** – Sheriff Robertson moved that the minutes of the October Governing Board Meeting be approved as written. Chief Celeya made the 2nd motion. Unanimously approved.

**NOMINATION OF BOARD CHAIR**

The Board acknowledged the nomination of Chief Steve Potter as the new Governing Board Chairman.

**DRUG PREVENTION PRESENTATIONS**

Lt. Pitkin discussed the Drug Prevention Presentations for the months of October, November and December.

**BAIR Regional AB109 Analyst (CCP Funds)**

Lieutenant Pitkin discussed the BAIR Regional AB109 Analyst proposals. After some discussion about the details and costs the Board agreed on the one year proposal for $129,260 which also includes connectivity to St Helena and Calistoga. Chief Potter moved that the Board accept the one year proposal after confirmation of the costs to include a cap of $140,000. Chief Celeya made the 2nd motion. Unanimously approved.

**NSIB POLICY SECTION 4.13 REVISION**

Lieutenant Pitkin provided the Board with a revised draft of NSIB Policy Section 4.13 pertaining to the expenditure of Task Force Funds for information, evidence and expenses. Chief Butler moved that the revised policy be adopted. Chief Potter made the 2nd motion. Unanimously approved.

**OPEN DISCUSSION**

None

**ADJOURNMENT**

There being no further business for the open portion of the Governing Board Chief Potter moved that the meeting be adjourned. Chief Celeya made the 2nd motion. Unanimously approved at 11:02 a.m. to continue with Closed Session – Case Review/Planning (Government Code §54957.8).

Chief Steve Potter, Chairman