**NAPA SPECIAL INVESTIGATIONS BUREAU**

**GOVERNING BOARD**

**OPEN MEETING MINUTES**

**APRIL 2014**

**ROLL CALL** *–* The regular monthly meeting of the NSIB Governing Board was called to order on Thursday, April 24, 2014 at 10:30 a.m. at the Napa Police Department. Board members present included; Chairman Chief Richard Melton of the Napa PD, Sheriff John Robertson, Chief Mitchell Celaya of the Calistoga PD, Chief Jackie Rubin of the St. Helena PD was represented by Lieutenant Imboden, Captain Chris Childs of the CHP, District Attorney Gary Lieberstein, Lieutenant Gary Pitkin and Sergeant Rick Greenberg.

Also present at the meeting: Undersheriff Jean Donaldson, NPD Captain Steve Potter and Chief DA Investigator Mike Donovan.

Board members absent: Chief Mary Butler of the Napa County Probation Department

**PUBLIC COMMENT**

0 members of the public in attendance.

**AGENDA ITEMS**

**MINUTES –** Mr. Lieberstein moved that the minutes of the January and February Governing Board Meetings be approved as written. Sheriff Robertson made the 2nd motion. Unanimously approved.

**NSIB Inspection Response/Proposed NSIB Policy Revisions –** Lt. Pitkin disseminated and gave a brief summary of the proposed policy revisions in regards to the NSIB Inspection Response. The draft response will be sent to Undersheriff Donaldson and Captain Potter for approval before submission.

**CHP Participation/Asset Forfeiture Disbursement/MOU –** The Board discussed proposed changes to the MOU regarding CHP participation and Asset Forfeiture distributions. It was suggested that HS11489(a) be added to the existing language. Lt. Pitkin requested board members verify whether new language needs legal approval. Lt. Pitkin will contact Chief Rubin.

**OPEN DISCUSSION**

Mr. Lieberstein requested NSIB statistics for the ADA Grant.

Lt. Pitkin advised that the County Auditor recommended reimbursement be made to the Community Fund from the Asset Forfeiture Fund in regards to the payment of a CI of $10,000. Sheriff Robertson moved that the reimbursement to the Community Fund be made from the Asset Forfeiture fund in the amount of $10,000. Chief Celaya made the 2nd motion. Unanimously approved. Sheriff Robertson also requested the Auditor be informed that the accounts have been reopened.

**ADJOURNMENT** – There being no further business for the Open portion of the Governing Board Mr. Lieberstein moved that the meeting be adjourned. Chief Celaya made the 2nd motion. Unanimously approved at 11:20 a.m. to continue with Closed Session – Case Review/Planning (Government Code §54957.8).

Chief Richard Melton, Chairman