



NAPA SPECIAL INVESTIGATIONS BUREAU GOVERNING BOARD

OPEN MEETING MINUTES APRIL 2018

The regular open portion of the NSIB Governing Board quarterly meeting was called to order on April 26, 2018 at 10:15 a.m.

ROLL CALL

Present or otherwise represented members included: Governing Board Chairperson, Chief Steve Potter of Napa PD was represented by Vice Chairperson Sheriff John Robertson, District Attorney Allison Haley, Chief Mary Butler of Napa County Probation Department was represented by Deputy Chief Amanda Gibbs, Chief William Imboden of St. Helena PD, Chief Mitchell Celaya of Calistoga PD and Captain John Blencowe of CHP.

Also present at the meeting: Lieutenant Amir Tabarsi and Sergeant Rich Henderson of the CHP, Chief DA Investigator Mike Donovan of Napa County District Attorney's Office, and NSIB Sergeant Ryan McWilliams of Napa County Sheriff's Department.

Board members absent: None

PUBLIC COMMENT

0 members of the public in attendance.

AGENDA ITEMS

MINUTES – Chief Celaya moved that the minutes of the January 2018 Governing Board Meeting be approved as written. Chief Imboden made the second motion. Unanimously approved.

DRUG PREVENTION PRESENTATIONS

Lt. Pitkin discussed the Drug Prevention Presentations for the month of January, February and March. Lt. Pitkin advised that presentations are available to be scheduled countywide.

NSIB POLICY PROPOSAL – PERMANENT RELEASE OF CONTROLLED SUBSTANCES FOR TRAINING §10.23

Lt. Pitkin asked the Board to review and approve proposed NSIB Policy §10.23.1 to allow for the permanent release of controlled substances to allied law enforcement agencies for training in lieu of the current policy stating temporary release. DA Haley moved that the proposed policy be approved. Sheriff Robertson made the second motion. Unanimously approved.

NSIB QUARTERLY REVIEW AND UPCOMING FULL INSPECTION

Lt. Pitkin gave an overview and provided the Board with a copy of the April 2018 Quarterly Audit. Lt. Pitkin also advised the Board that a full NSIB inspection is planned to take place in May and will include years 2013 through 2018. The Board discussed cost and payment for the inspection being taken out of asset forfeiture funds. Lt. Pitkin will advise the Board if asset forfeiture funds are needed.

NSIB ASSET FORFEITURE POSITION

Lt. Pitkin gave an overview of the asset forfeiture position noting that the position also assists the entire county at no cost. The current employee may be retiring at the end of the fiscal year and the Sheriff's Department is unable to continue to fund the position. Currently the CHP officer assigned to NSIB is the back up to the position. The DA's office will determine if they are able to provide and employee who may or may not be embedded.

NSIB CHAIRPERSON VOTE

At the previous Governing Board meeting, District Attorney Haley was nominated to be the next Chairperson. Sheriff Robertson made the first motion for the election of DA Haley for a two-year term. Chief Celaya made the second motion. Unanimously approved. A vote for Vice Chairperson followed with DA Haley making the first motion for the election of Sheriff Robertson for a one-year term. Chief Imboden made the second motion. Unanimously approved. Both Chairperson and Vice Chairperson positions are effective July 26, 2018.

CALIFORNIA VALUES ACT'S STATISTICAL REPORTING REQUIREMENTS – DOES NOT APPLY TO NSIB

Lt. Pitkin gave an overview of the Values Act Requirements issued by CA DOJ. After reviewing the specific "joint law enforcement task force" language it was determined that, the reporting requirements do not appear to apply as NSIB does not participate in any immigration enforcement nor are there any federal LEA's participating in NSIB.

OPEN DISCUSSION

Lt. Pitkin introduced CHP Lieutenant Amir Tabarsi and Sergeant Rich Henderson to the Board who were attending the meeting to get an overview of NSIB. It was also noted that the current CHP assignment is in its fifth year and that future CHP assignments to NSIB will have shorter term limits.

ADJOURNMENT

There being no further business for the open portion of the Governing Board Chief Celaya moved that the meeting be adjourned. Sheriff Robertson made the second motion. Unanimously approved at 11:05 a.m. to continue with Closed Session – Case Review/Planning (Government Code §54957.8).

DA Allison Haley, Chairperson