



NVC Police Department Advisory Committee

Meeting Minutes

Date of meeting: Wednesday, November 29, 2023

Meeting Chair: Amber Wade, Chief of Police

In attendance: Melissa Datu, Greg Miraglia, Alejandro Guerrero, Robin Darcangelo, Omar Pena, Scott Rose, Sean McCann

Absent: Charo Albarran, Oscar De Haro, Jazmin Delacruz

Item	Discussion
Welcome and Introductions	All
Crime update- Chief Wade	<p>Basic Needs Center (multiple break-ins)</p> <ul style="list-style-type: none"> - Duane Almeida has been working on improvements to securing the doors. - Cameras are up in the hallway and inside the center. - Alarms have been installed on the doors and interior. <p>Drunk in public individual at the 3100 building Welding Class. Former student and children. College Police were able to find safe transportation and release all individuals involved without incident.</p> <p>Continued police presence to dissuade and educate transient population passing through campus, most of which are unknown and new to the area.</p>
IT Update- Chief Wade	<ul style="list-style-type: none"> - Both College Police emails, and CARE Team email transitioned and updated to new system. - Waiting for one of our newer cameras to have a license and be placed in College Police Department. - Vehicle laptop annual renewal, using temporary in one patrol vehicle until new laptops come in. - 1500 door code system waiting for IT to start process. - Camera system in need of updating. Will check and compare with what is going to be used at River Trail Village. - RAVE transition from App Armor for our NVC Safe emergency alerting system. Waiting to hear about the short code enrollment rollover and if the same short code can be used. - The officer's office has been moved to the old therapist's office. Officers now have their own office. The former officer's office will be used as a building break room, interview room, and meeting room. Still waiting for IT and Facilities to transition some of the systems from the old room to the new office.

	<ul style="list-style-type: none"> - Greg Miraglia spoke about the equipment from the Police Academy closure and how best it might be distributed and used on campus. These are items like the radios, that might be best used in Student Affairs since they have used them in the past for coordinating large events like graduation.
<p>Hiring Update- Chief Wade</p>	<p>In order to go 24 hours, the College Police need 5 patrol officers and 2 sergeants. Currently CPD has 2 patrol officers and 1 sergeant.</p> <p>The lateral/academy graduate position is permanently open and there is 1 individual who is going to be going through their 2nd interview. The hope is to open up the police trainee position for 2 people to replace the 2 individuals who had to withdraw from the last academy. The hope is to send the 2 trainees to the April Santa Rosa Police Academy. There is also the desire to hire an additional CSO to help fill the needed positions, workload, and provide possibilities for advancing to the police officer trainee positions.</p> <p>College Police are currently looking into contracts with Napa Sheriff's Office and Napa Police Department for covering the campus during evening hours prior to CPD being able to go 24 hours. Also, CPD is working with Grey Star, about the type of security coverage they will have during the evening hours at River Trail Village.</p>
<p>River Trail Village Update- Chief Wade</p>	<p>College Police were involved early on with the planning phases of on campus housing, however there are always changes that are made along the way due to costs etc. We are getting to the point where those changes are becoming evident and there are adjustments that need to be made. CPD and Grey Star are working on these along with the Implementation Team.</p> <p>CPD is working with Ken Arnold in updating Emergency Operations on campus and making considerations for housing. They are meeting and working with Grey Star to ensure the proper planning and protocols will be in place prior to opening next Fall.</p> <p>CPD is reviewing the draft version of the student handbook that Ashley Knapp, Director of Student Housing, has produced. They are working on connecting Ashley to various other groups on and off campus that might benefit the students at River Trail Village when it opens and help with training both resident advisors and residents.</p>
<p>Title 5- Chief Wade</p>	<p>Both the annual safety survey, and police contact survey are complete. CPD is waiting for another department on campus to finalize and publish the surveys. Chief Wade will share the survey questions at the next meeting. The rest of the Title 5 requirements from the Chancellor's Office have been met and most have them have now become NVC Board Policies or Administrative Procedures.</p> <p>College Police has 11 policy updates within their department that they are working on to be completed and published by the end of the year.</p>

Good for the Group- All	<ul style="list-style-type: none">• College Police 2024 Draft Training Calendar presented to the group, much of the training to be using Police One• Greg Miraglia spoke about the LGBTQ Liaison Training available to CPD.• Alex Guerrero spoke about the need for De-escalation or advanced customer service/dealing with people training. Chief Wade said they would work together to find the right fit for a class for Student Affairs similar to the Dealing with Difficult People and De-escalation class already being taught on campus.
Close of Meeting- Chief Wade	Meetings will continue to be on the 3 rd Wednesday's (quarterly) at 2-3pm via Zoom. Next meeting: February 21, 2024 Time: 2:00pm-3:00pm Chief Wade will send out invites to everyone for the 2024 calendar year.