



**ADMINISTRATION OF JUSTICE ADVISORY BOARD MINUTES:  
FALL, 2016**

Thursday, March 16, 2017, 4:00 pm in Room 1687

**FINAL MINUTES**

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**A. Welcome and Introductions**

Meeting was called to order at 4:02 by **Mark Tarte**

Members present:

**Jim Meehan**, Alameda County District Attorney's Office (ACDA)

**Mark Tarte**, Las Positas College

**Michael Norton**, Alameda County Sheriff's Office

**Mike McQuiston**, Albany Police Department

**David Spiller**, Pleasanton Police Department

**Gena Steward**, Las Positas College

**Nan Ho**, Las Positas College

**Jean O'Neil-Opipari**, Las Positas College

**Vicki Shipman**, Las Positas College

Not in attendance:

**Bruce Harter**, Las Positas College

**Dave Lang**, Tri-Valley ROP

**Howard Jacobson**, ACSO Regional Training Center

**Kathy Ryals**, Alameda County Public Defender's Office

**Keith Graves**, Livermore Police Department

**Michael Harris**, Livermore Police Department

**Timothy Rien**, Attorney

**Jack Tucker**, Alameda County Sheriff's Office (ACSO)

**B. Approval of October, 20, 2016 Minutes**

Jim Meehan moves to approve the minutes of October 20, 2016

Mike McQuiston seconds the motion

Motion approved, unanimously

**C. Industry Update**

- **Dave Spiller** – Nothing new with the budget; immigration issues are new; what is the police department's role in enforcing federal immigration; revising the immigration policy; complexities of immigration require evaluation on a case by case basis.

- **Mike McQuiston** – ACLU, Freedom Cities, 9 point law enforcement policy and rules, <https://peoplepower.org/freedom-cities.html#toc-9model>
- **Gena Steward**– Hiring quite a few candidates due to retirement and injury
- **Jim Meehan** – Implicit bias training in the DA’s office

**D. Faculty Report – Mark Tarte**

- AS for transfer negative impact on traditional courses; need to standardize courses so that they are acceptable to CSUs; check enrollment statewide to see if this is a statewide problem; enrollment down this Spring to 70% (at 80% this Fall); students not taking as many classes; when the economy gets better the enrollment decreases
- Intro to AJ, Intro to Corrections and Criminal Law are all mandated classes. Ethics and Leadership are not required courses; Police Report Writing used to substitute for English 1A – no longer; report writing is important, the discussion is on going
- Issues with marketing – Marks used to have time to work with the academy, visit each area high school and do marketing. Mark’s time has been cut (teaching 6 classes, 0.10 cut)
- Visit from accreditation body on May 3
- Adjuncts need training on eLumen, best day for training afternoons except Tuesdays or Friday 1 – 3 (Jim M); assess Spring/Fall of 2016 or Spring, 2017
- AJ certification shot down at the Chancellor’s office yesterday because it is not a sequential course; Vice President, Roanna Bennie suggested doing 1 unit capstone during the academy (independent study)
- ROP Academy starting Fall of 2017, will be conducted Monday – Friday at LPC, 8:00 to 10:00; pass with B or better for college credit; Ethics/leadership focus
- Update on facilities plan – Building out LPC and Chabot, Measure A \$950 million, CTE building floated to include Public Safety, Welding, Auto, Viticulture and Horticulture; the district is now talking about Public Safety / Viticulture building; would like the Advisory Board to give feedback; 4 classrooms, instructor office space; conference room; larger classroom for CPR and scenario training
- **Nan Ho** - District has pulled auto/welding out, 9000 sq. ft. building (\$9 - \$10M project); the plan was adopted by the board
- **Vicki Shipman** – How many hours does faculty need to do outreach? 12-24 hours per semester according to Mark. In Dublin 2 hours minimum per high school; applying for VTEA for next academic year for 30 hours/semester to do community outreach; Public Safety Majors Fair on May 3 and general Majors Fair on April 19; telepresence equipment not yet installed
- **Motion to explore time for outreach/marketing (reassigned time vs release time)**
  - **1<sup>st</sup> David Spiller**
  - **2<sup>nd</sup> Mike Norton**
  - **Motion approved, unanimously**
- **It is with unanimous consensus of the Public Safety Advisory Board that we urge the District that the Public Safety Building (Measure A) only include Public Safety and not viticulture**

**E. Next Steps**

- **Mark Tarte** – CTE, making changes in curriculum and acquiring new equipment takes so long, it's unworkable in the current community college system
- **Mike McQuiston** – go out to the high schools to do marketing; explain that students don't have to go to work immediately, they can finish their degrees and comeback.
- **Jim Meehan** – students may want to explore other areas of the criminal justice system
- **Mark Tarte** – Public Safety Program Manager position at LPC will be posted next week (salary about \$110K); between faculty and Dean help to get students in clinical rotations; asks Advisory Board to think about classes LPC should offer in the AJ program to draw new students (email Mark); concerned that once he retires his position will not be filled for an undetermined amount of time.
- **Nan Ho** – LPC is also hiring a new EMS coordinator
- **Nan Ho recommends that LPC develops a forensics program**
  - **1<sup>st</sup> - Jim Meehan**
  - **2<sup>nd</sup> – Dave Spiller**
  - **Motion approved, unanimously**

**F. Meeting adjourned at 5:14 by Mark Tarte**

Administration of Justice Advisory Board Minutes, March 16, 2017 submitted by Jean O'Neil-Opipari, Work Based Learning Specialist on May 31, 2017