

**PROBATION DEPARTMENT
COUNTY OF SAN MATEO**



**Michael Callagy, County Executive Officer
Adam Ely, Deputy Executive Officer
Judge Susan M. Jakubowski, San Mateo Superior Court**

Members

John T Keene
Chief Probation Officer

Lisa Gauthier
Board of Supervisors

Josh Stauffer
District Attorney's Office

Ziomara Ochoa
Behavioral Health
and Recovery Services

John Fong
Human Services Agency

Ron Rayes
Private Defender's Office

David Norris
Chief, Menlo Park
Police Department

Brandon Hensel
Sheriff's Office

Kris Shouse
County Office of
Education

Susan Manheimer
Community at-large

Karin Huber-Levy
Community at-large

Johanna Rasmussen
Juvenile Justice and
Delinquency Prevention
Commission

**Community Based
Organization Members:**

Margaret Hitchcock
Y.M.C.A.

Melissa Poling
Fresh Lifelines for Youth

*****IN-PERSON WITH REMOTE PUBLIC PARTICIPATION AVAILABLE*****
For remote access, please refer to the public participation instructions.

Juvenile Justice Coordinating Council (JJCC) Meeting

Thursday, August 27, 2026
12:00 pm - 2:00 pm
222 Paul Scannell Drive, San Mateo
Chief's Conference Room

MEETING AGENDA

I. CALL TO ORDER	Chief John T. Keene
II. PUBLIC COMMENTS	Chief John T. Keene
III. ROLL CALL	Chief John T. Keene
IV. UNFINISHED BUSINESS a. Approval of Minutes – February 26, 2026	All
V. NEW BUSINESS a. Comments and Updates i. RFP for Juvenile Services Updates b. Budget Update – None	Chief John T. Keene
VI. ADJOURNMENT	Chief John T. Keene

2026 JJCC MEETING SCHEDULE (All meetings are held from 12 - 2 pm)

- ~~Thursday, February 26, 2026~~
- ~~Thursday, May 28, 2026~~
- ~~Thursday, July 30, 2026~~
- Thursday, August 27, 2026
- Thursday, November 19, 2026

MEETINGS ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES.

Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Melissa Larrarte at least 72 hours before the meeting at (650) 444-1490 or mlarrarte@smcgov.org. Notification in advance of the meeting will enable the county to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

If you wish to speak to the Committee, please fill out a speaker's slip. If you have anything that you wish distributed to the Committee and included in the official record, please send an email before the meeting to mlarrarte@smcgov.org or hand it to Melissa Larrarte, who will distribute the information to the committee members.

**PROBATION DEPARTMENT
COUNTY OF SAN MATEO**



**Michael Callagy, County Executive Officer
Adam Ely, Deputy Executive Officer
Judge Susan M. Jakubowski, San Mateo Superior Court**

Public Participation Instructions

In 2024, the Juvenile Justice Coordinating Council (JJCC) meetings which are held in-person will also be accessible to the public by videoconference or phone.

Join In Person Location: 222 Paul Scannell Drive, San Mateo, CA 94402
Chief's Conference Room

Join Zoom Meeting:

<https://smcgov.zoom.us/j/98388323835?pwd=rqPOhAEFAcKPf9zJrVKRSRwdLFCvkS.1>

Meeting ID: ID: 983 8832 3835 Passcode: 643870

OR

Telephone: Mobile 1-669-900-6833, Meeting ID: 98388323835#

Instructions for Public Comment During Videoconference Meetings

If you wish to speak to the Commission during public comment, you may raise your hand using Zoom with the Reactions button at the bottom of your screen or indicate that you would like to speak if you are attending in person.

During videoconference meetings of the JJCC, members of the public may address the JJCC as follows:

Written Comments:

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to mlarrarte@smcgov.org.
2. Your e-mail should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 24 hours prior to the meeting, it will be provided to the JJCC members and made publicly available on the JJCC website along with the agenda. We cannot guarantee that emails received less than 24-hours before the meeting will be read during the meeting, but such emails will still be included in the administrative record of the meeting.

Spoken Comments:

Spoken public comments will be accepted during the meeting through Zoom via videoconference or telephone. Please read the following instructions carefully:

1. The JJCC meeting may be accessed through Zoom online or via telephone.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When called, please limit your remarks to the time limit allotted.

**PROBATION DEPARTMENT
COUNTY OF SAN MATEO**



**Michael Callagy, County Executive Officer
Adam Ely, Deputy Executive Officer
Judge Susan Etezadi, San Mateo Superior Court**

Members

John T Keene
Chief Probation Officer

Lisa Gauthier
Board of Supervisors

Josh Stauffer
District Attorney's Office

Ziomara Ochoa
Behavioral Health
and Recovery Services

John Fong
Human Services Agency

Ron Rayes
Private Defender's Office

David Norris
Chief, Menlo Park
Police Department

Frank Dal Porto
Sheriff's Office

Kris Shouse
County Office of
Education

Susan Manheimer
Community at-large

Nick Jasso
Youth Voice

Johanna Rasmussen
Juvenile Justice and
Delinquency Prevention
Commission

**Community Based
Organization Members:**

Margaret Hitchcock
Y.M.C.A.

Melissa Poling
Fresh Lifelines for Youth

Juvenile Justice Coordinating Council (JJCC) Meeting

Thursday, February 26, 2026

12:00 pm - 2:00 pm

222 Paul Scannell Drive, San Mateo
Chief's Conference Room

MINUTES

Present Members:

John Keene
Lisa Gauthier
John Fong
Ron Rayes
David Norris
Frank Dal Porto
Kris Shouse
Margaret Hitchcock
Melissa Poling

Absent Members:

Michael Callagy
Adam Ely
Susan Etezadi
Josh Stauffer
Susan Manheimer
Nick Jasso
Johanna Rasmussen

Online Members:

Ziomara Ochoa

Other Attendees:

Kim Gillette, ASR; Regina Moreno, BHRS; Jennifer Blanco, JJDPC; Susan Jakubowski, Superior Court; Hong Liu, Noelle Vergara, Nora Cullen, Margarita Ochoa, Deadra Lampkin, Melissa Larrarte, Yanitxa Albino, Probation.

Online Attendees:

Vanessa Smith, BOS; Manuela Aviles, Succes Centers; Aaron McVean, SMCCCD

I. CALL TO ORDER

The meeting was called to order at 12:00 p.m.

II. PUBLIC COMMENT

None

III. ROLL CALL

IV. UNFINISHED BUSINESS

A. Approval of Minutes from November 20, 2025

The JJCC Minutes from November 20, 2025, were approved.

M: David Norris / **S:** Ron Rayes

Changes: None

Abstentions: Kris Shouse, John Fong



V. NEW BUSINESS

A. Comments and Updates

i. JJCC Members – Community At-Large and Youth Voice Recruitment

The team has reached out to two new Youth Voice members. The goal is to work with them collectively to welcome them on to the team and create a space where we can benefit from the valuable input that young people bring to our conversations.

- The Chief thanked Nick Jasso for all his time and service to the JJCC.

ii. Recruitment of a Victim's Rights Representative

The Chief is in the process of recruiting someone from our Victim's Rights program.

iii. Least Restrictive Programs (LRPs)

Chief Keene shared that Least Restrictive Programs (LRPs) are now included in the plan the department must submit to the state, as it is now directly tied to funding. A percentage of each county's funding will be returned to them as an incentive for implementing LRPs within the community.

There is currently significant discussion at the statewide level about what LRPs should look like moving forward. However, the Chief's primary concern is that the current LRPs that exist in various communities are unregulated, and the lack of regulation puts the probation staff in a unique space. We don't necessarily have the support needed to determine whether they are effective and there is no formal process in place to hold the programs accountable. From a contractual standpoint, the department would also be required to go through a much broader procurement process to formally enter a contract with a community-based organization.

Long-term challenges will include determining San Mateo County's approach to how we utilize LRPs, but probation will support whatever direction the court wants to go in it and will help support what this looks like in the community.

iv. Probation's Resource Guide for Youth and Families

Kim Gillette from Applied Survey Research (ASR) shared an overview of the Resource Guide for Youth and Families.

- This can be found on the Probation website:
<https://www.smcgov.org/probation/resource-guide-youth-and-their-families>
- The full resource guide and summary version in both English and Spanish are linked on this site, along with an interactive map and program directory.

B. Budget Update - None

VI. ADJOURNMENT

The JJCC meeting was adjourned at 1:04 p.m.

VII. CONVENE DJJ REALIGNMENT

The DJJ Realignment meeting was convened at 1:04 p.m.

JUVENILE AND INSTITUTIONS CONTRACTED PROGRAMS
JULY 1, 2026 – JUNE 30, 2029

Approved by the Board of Supervisors on June 23, 2026

JPAF (Juvenile Probation Activities Funding)	
At-risk youth in the community	
CBO	Services
Boys and Girls Club of the Peninsula	Youth Mental Health and High School & College Success Program: mental health services designed to address behavioral health needs and support youth well-being; college readiness program
Community Overcoming Relationship Abuse (CORA)	School-Prevention: promote healthy relationship skills, conflict resolution, accountability, and communication
El Centro de Libertad	Outreach, Engagement, Prevention and Intervention Services: early intervention services in school-based, community-based, and justice-adjacent settings; outreach and engagement activities in collaboration with schools, the Probation Department, and other County and community partners to identify and connect youth to appropriate services
Fresh Lifelines for Youth (FLY)	Restorative Justice & Diversion Services: individualized restorative justice plans, family engagement, ongoing progress and monitoring support
The Regents of the University of California	Service Workdays, Environmental Stewardship, Leadership Program: hands-on gardening, environmental stewardship, and career development (resume writing, mock interviews); leadership development focusing on advanced leadership skills to serve as peer mentor
YMCA – Youth Services Bureau	School Safety Advocate Program: Middle school violence prevention program design to achieve behavioral skills development through individual counseling, crisis intervention, conflict resolution, case management and linkage to school and community services

JJCPA (Juvenile Justice Crime Prevention Act)
Juvenile justice involved youth on supervision

CBO	Services
Beyond Measure Psychology & Nutrition Services, Inc.	Counseling & Parent Support: Psychotherapy counseling, family therapy, parent coaching and parent interventions, and continuity of care services and programs
El Centro de Libertad	Outpatient Treatment Services: outpatient behavioral health and substance use disorder treatment services
Fresh Lifelines for Youth (FLY)	Law and Leadership Program: Youth build an understanding of the justice system and receive individualized support through intensive case management and systems coordination
The Regents of the University of California	Service Workdays and Environmental Stewardship: hands-on gardening, environmental stewardship, and career development (resume writing, mock interviews)
YMCA – Youth Services Bureau	Victim Impact Awareness Program, Communication and Life Skills Management (CALM): trauma-informed, strengths-based educational program designed to foster empathy and increase understanding of the impact of victimization; emotional regulation services

YOBG (Youthful Offender Block Grant)	
Youth in detention	
CBO	Services
A Brighter Day Youth Work Program	Vocational Training, Violence Prevention, Reentry: vocational training, gang prevention, employment retention skill development, workplace navigation, and long-term workforce stability, job placement assistance
Community Overcoming Relationship Abuse (CORA)	School-Prevention: promote healthy relationship skills, conflict resolution, accountability, and communication
Fresh Lifelines for Youth (FLY)	Engagement & Reentry Services: pre-release planning, and community-based reentry services; restorative justice trainings/workshops focused on community building, repair, healing, and growth; comprehensive case management assessment; credible messenger program
Fregosa Ventures	Workforce Development: workforce development Masterclasses focusing on restorative practices, industry-recognized credentials, mentorship, career planning, and DOJ-compliant instructional delivery.
Live in Peace	Crisis Intervention, Restorative Justice, Workforce Development, Life Coaching: trauma-informed, culturally responsive, strengths-based continuum of services that include life coaching, alcohol & other drug education and support, crisis intervention, restorative justice & healing circles, physical education & wellness, academic support
Mind Body Awareness Project	Mindfulness, Coaching, Running Program: evidence-based mindfulness group sessions, individualized, trauma-informed coaching sessions to reinforce group learning, address individual needs, and support behavioral and emotional regulation, physical activity with somatic mindfulness practices to promote emotional regulation, stress reduction, and resilience
The Beat Within	Creative Writing: Creative Writing Workshops with emphasis on emotional regulation & coping skills, self-expression & literacy development, accountability & decision-making
The Regents of the University of California	Culinary Arts, Gardening & Horticulture, Phoenix Garden Internship: advanced cooking techniques, food safety, and nutrition. Participants can earn a food handler's license annually, Instruction in vegetable, fruit, and flower gardening, landscaping, and horticultural therapy
YMCA of SF	Communication And Life Skills Management (CALM), Sexual Violence Prevention Program: emotional regulation services, group counseling program for youth with non-sexual offenses

JJRBG (Juvenile Justice Realignment Block Grant) Transitional Aged Youth in detention	
CBO	Services
A Brighter Day Youth Work Program	Vocational Training, Violence Prevention, Reentry: vocational training, gang prevention, employment retention skill development, workplace navigation, and long-term workforce stability, job placement assistance
Community Overcoming Relationship Abuse (CORA)	School-Prevention: promote healthy relationship skills, conflict resolution, accountability, and communication
Fresh Lifelines for Youth (FLY)	Rehabilitation, Education, And Planning For Success (REPS): intensive, individualized services in communication, leadership and pro-social behaviors, certification opportunities (public speaking, mentoring, restorative practices); comprehensive reentry plans; connection to education, employment and community resources
Fregosa Ventures	Workforce Development: workforce development Masterclasses focusing on restorative practices, industry-recognized credentials, mentorship, career planning, and DOJ-compliant instructional delivery.
Live in Peace	Crisis Intervention, Restorative Justice, Workforce Development, Life Coaching: trauma-informed, culturally responsive, strengths-based continuum of services that include life coaching, alcohol & other drug education and support, crisis intervention, restorative justice & healing circles, physical education & wellness, academic support
Mind Body Awareness Project	Mindfulness, Coaching, Running Program: evidence-based mindfulness group sessions, individualized, trauma-informed coaching sessions to reinforce group learning, address individual needs, and support behavioral and emotional regulation, physical activity with somatic mindfulness practices to promote emotional regulation, stress reduction, and resilience
The Beat Within	Creative Writing: Creative Writing Workshops with emphasis on reentry readiness & life skills, employment & education pathways, civic responsibility & community impact, identity development & long-term goal setting
The Regents of the University of California	Culinary Arts, Gardening & Horticulture, Phoenix Garden Internship: advanced cooking techniques, food safety, and nutrition. Participants can earn a food handler's license annually, Instruction in vegetable, fruit, and flower gardening, landscaping, and horticultural therapy
YMCA of SF	Communication And Life Skills Management (CALM), Sexual Violence Prevention Program: emotional regulation services, group counseling program for youth with non-sexual offenses