



Hon. Susan Etezadi
Presiding Juvenile
Court Judge, Superior
Court

Judith Holiber
Deputy County
Counsel

Commissioners

Antoinette Barrack
Co-Chair

Debora Telleria
Co-Chair

Rebecca Flores
Co-Vice Chair

Sonoo Thadaney
Co-Vice Chair

Paul Bocanegra

Michele Gustafson

Monroe Labouisse

Sathvik Nori

Susan Swope

Melissa Wilson

Douglas Winter

Juvenile Justice and Delinquency Prevention Commission
August 25, 2020
5:15pm – 7:15pm
Remote Access Only – Public participation instructions attached

AGENDA

Public comment will be accommodated under Item II for items not on the agenda. The Commission requests that members of the public, who wish to comment on items on the agenda, submit a request to the Chair prior to the start of the meeting so that they may be recognized at the appropriate time.

I. Administrative Business (5:15-5:25)

- a. Call to Order
- b. Roll Call and Establish Quorum
- c. Welcome and Introductions
- d. Commissioner Gustafson Resignation
- e. Agenda Review and Approval
- f. Approval of Minutes of July 28, 2020

II. Oral Communications (5:25-5:30)

This item provides an opportunity for public comment on items not on the agenda (Time limit – two (2) minutes per person). There will be opportunity for public comment on agenda items as they are considered.

III. San Mateo Juvenile Diversion Program (5:30-6:00)

*Sergeant Kimber Joyce, Youth Services Unit (Y.S.U.)
Ms. Page, Program Probation Officer*

IV. Updates (6:00-6:30)

- a. Court (Etezadi, Jakubowski)
- b. Private Defender Program (Rayes)
- c. District Attorney's Office (Baum)
- d. Behavioral Health & Recovery Services (Pena)
- e. County Office of Education (Littrell)
- f. Probation (Barrack)

V. Inspections Update (Labouisse) (6:30-6:35)

VI. Project Milestone Review (6:35-7:05)

- a. Coordination of External Contacts (Swope)
- b. Develop Truancy Strategy (Swope)
- c. Parent Guidebook (Swope)
- d. Describe Existing Transition Programs (Labouisse, Telleria)
- e. Develop Marketing Strategy (Barrack, Gustafson, Nori)
- f. Communicate with Elected Officials (Bocanegra, Labouisse)

VII. Youth Commission (Nori) (7:05-7:10)



VIII. Announcements (7:10-7:15)

- a. Commissioner impaneled for the San Mateo County Civil Grand Jury (Thadaney)

JJDPC Meeting, August 25, 2020 – Public Participation Instructions

Pursuant to the Shelter in Place Orders issued by the San Mateo County Health Officer and the Governor, and the CDC's social distancing guidelines which discourage large public gatherings, the Juvenile Justice and Delinquency Commission's August 25, 2020 meeting will be held remotely with public access available by videoconference.

Topic: JJDPC August Meeting

Time: August 25, 2020 5:15 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89864775624?pwd=RVMzOG5TVzVGMkdjcGlxUkg3TjFZdz09>

Meeting ID: 898 6477 5624

One tap mobile: +16699006833,,89864775624#,,,,,0#,,

Dial-in: +1 669 900 6833 US (San Jose)

For public access, please email JJDPC Co-Chair Debora Telleria at deborahyder@gmail.com for password no later than 4:30 p.m. on August 25, 2020.

We highly recommend you use a computer or iPad type device and activate the camera feature vs. calling in only on audio. To call in via phone (preferably, but not necessarily with a camera), see instructions below.

**Next Meeting: Tuesday, September 29, 5:15 – 7:15 p.m.
Location: To Be Announced**

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 SECRETARY TONY BURCHYNS (650) 312-8878 AT LEAST 72 HOURS BEFORE THE MEETING AS 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 hand it to the County Manager who will distribute the information to the committee members.



COUNTY OF SAN MATEO
Juvenile Justice and Delinquency Prevention Commission
222 Paul Scannell Drive • San Mateo, CA 94402

Minutes of the Juvenile Justice & Delinquency Prevention Commission

July 28, 2020
5: 15-7:15 pm
Remote Meeting

MINUTES

Commissioners Present: Co-Chair, Toni Barrack; Co-Chair, Debora Telleria; Co-Vice Chair, Sonoo Thadaney; Michele Gustafson; Monroe Labouisse; Sathvik Nori; Susan Swope; Melissa Wilson; Douglas Winter

Commissioners Absent: Co-Vice Chair, Rebecca Flores; Paul Bocanegra

Additional Attendees:

Judge Susan Jakubowski – Juvenile Court
Ron Rayes – Private Defender Program
Nikia Richardson – Executive Director CASA
Sophia Brink – Supervisor Canepa’s Office
Johnna Rasmussen – Potential Commissioner
Michael Jones – Boys and Girls Club

Ally Hoppis – Behavioral Health & Recovery Services
Rebecca Baum – District Attorney’s Office
Kate Heister – Fresh Lifelines for Youth (FLY)
Gabrielle Godoy – Supervisor Canepa’s Office
Ruby Fong – Boys and Girls Club
Cherie Kabba – Boys and Girls Club

I. Administrative Business:

- a. **Call to Order:** Co Chair Telleria called meeting to order at 5:15 p.m.
- b. **Roll Call and Establish Quorum:** A quorum was established at 5:20 p.m.
- c. **Welcome and Introductions**
- d. **Resignation of Commissioner Gibbs:** Due to health concerns, Commissioner Gibbs has resigned from the Commission. The Commission appreciates all she has done for the community.
- e. **Agenda Review: Approved** as distributed.
- f. **Approval of Minutes** of June 30, 2020: **Approved** as amended.

II. Oral Communication: *None*

III. Boys & Girls Club (BCG) Overview and Programs Ruby Fong, Cherie Kabba, and Mike Jones presented about programs the Boys and Girls Club offered. Their mission is to provide low income youth with opportunities needed to achieve school success. The vision of the BGC is for young people to receive a good education, fair paying jobs, decent housing, and the ability to raise a family. They offer Core General Services for K-12 which



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include relationship building (mentoring), Academic Support (tutoring), and Enrichment (leadership, internships, college training). Intensive services start in second grade with literacy help for students who cannot read. They offer transition programs for middle schoolers to help prepare them for high school. Outcomes in elementary school include proficiency in reading and writing, for middle school: ready for high school education, and high school: on track for courses to graduate. The goal is for students to have higher than a 2.5 GPA and the BGC helps set youth up for secondary education by providing mentors and help. Core general services for K-12 focus on relationships, academic support, and enrichment. They employ high schoolers in technology programs to help them gain leadership and technical skills. The BCG of the Peninsula has 3 clubhouses: East Palo Alto (EPA), Menlo Park, and Redwood City (RWC). They also have staff members on site at local high schools. For students to be considered active members of the club they must attend programs at least twice a week during school year and three times a week during summer. They also have to participate in the future grad programs. In 2019, there were 2,460 active members. They also talked about the Saturday success programs for kids to receive tutoring. The EPA and RWC clubhouses also have a full-time chef to provide hot meals to attract students. The team was focused on building relationships with high schools. In relation to stopping the school to prison pipeline, the BGC was talking steps to help train youth to recognize positive behavior and explain consequences of bad actions to them, along with reducing zero tolerance policies at school and training teachers on de-escalation techniques. In order to deal with the gap in technology that is being exacerbated by the COVID-19 program, they have bought Chromebooks for youth and were able to acquire 90-day hot spots from Best Buy. Mike Jones expressed concern for youth who would be returning from juvenile hall to their local school districts during these times and will contact Probation to try to coordinate services better for these youth.

IV. Department Updates:

- a. Court (Jakubowski):** Judge Jakubowski reported that the court is still handling things the same way. There is no backlog. The judges are making efforts to get resolutions to cases and ensuring that youth can get on calendar as soon as possible in order to resolve uncertainties. They are mindful of COVID-19 and youth safety. Youth continue to appear in court via by Zoom, but can come to court if they wish to do so. The court is still operating with one courtroom, alternating the judge every two weeks. This may change if the court can use Zoom more extensively. The court is trying to keep youth out of custody and are able to use electronic monitoring. They can also release youth and suspend time. They are also scheduling check-ins with youth to ensure that they are okay. When asked whether program managers from organizations like CASA or FLY can come to court, Judge Jakubowski reported that they could.



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- b. Private Defender Program (Rayes):** Private Defender Program attorneys continue to serve clients and have been having jurisdictional hearings. Zoom has made it easier to get families involved. They have restarted weekly meetings with justice partners. Rayes reported that SMC was better situated than many other counties. Numbers at YSC are at all-time low: were down to a low of 7 this month, but now up to 17. They have started trainings for attorneys again; keeping up with juvenile law, and will be training on education policies.
- c. District Attorney's Office (Baum):** The DAs office is open for business. The coronavirus pandemic has allowed for some youth to do well staying at home, however other youth are having trouble with online access and/or dealing with their family. For those who are not doing as well during the shut-down, the DA is seeing an uptick in domestic violence (vandalism, battery, threats) and some youth are going out and blowing off steam (auto burglaries; crimes of opportunity). Probation reports are a source for understanding what is going on with youth. Fewer cases overall are being submitted. Baum theorizes there might be more informal enforcement happening rather than formal charging. Additionally, there have been two jurisdictional hearings (trials) go forward during this time; one crime had a victim and the victim had the opportunity to appear at the hearing.
- d. Behavioral Health & Recovery Services (Hoppis):** BHRS is continuing to operate at the Camp and YSC virtually. The YSC is ready for in person visitors. Court mandated therapy is being conducted for out of custody youth and families. BHRS is reaching out to the youth/families proactively. Due to the Coronavirus situation BHRS is not returning to the YSC in person yet.
- e. County Office of Education (Littrell):** No report.
- f. Probation (Barrack):** Co-Chair Barrack reported that she and Co-Chair Telleria met with probation. As of yesterday, there were 16 youth at YSC and two at Camp Kemp. The Girls Empowerment Program has five girls enrolled. New entrants to the hall are going into a quarantine unit. In-person visitation is available but most court and professional visits are done remotely. For youth out of custody, PO's are continuing to check in over phone and video, though some youth are being checked up on in person with social distancing procedures. High school is restarting August 17th.

V. Vote to Adopt Updated Operating Policies

Commissioner Swope moved to adopt the revised Operating Policies as amended. The motion was seconded by Commissioner Labouisse and passed unanimously.



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VI. Inspections Update

- a. BSCC conducted a virtual inspection of youth facilities in June due to the pandemic. There will be no police inspections as no youth were held in their custody for four hours. Inspections can be done virtually; can also do a physical inspection. The sign-up sheet is online and the goal is to complete inspections in August/September. The inspection form is in the Google Drive folder under JJDPC INSPECTION MATERIALS/Process/Inspection Forms. Commissioner Labouisse reported that the YSC inspection is scheduled for August 21, 2020. Co-Chair Telleria reported that the Canyon Oaks inspection is scheduled for August 11, 2020.

VII. Strategic Project Plan Review and Approval

- a. **Investigate Digital Divide** (Thadaney, Winter): Commissioners Thadaney and Winter reported that it has been tough to narrow down the scope, so they proposed not having this as an ongoing project with deadlines. Instead the Commission should fold the topic into the various initiatives of the JJDPC. For example, school truancy project may need to consider distance learning capabilities of youth; add questions to the inspection following up on technology available at the facilities. Each inspection team should also follow up on technology questions and requirements from last year.

VIII. Strategic Project Milestone Reviews

- a. **Develop Truancy Strategy** (Swope): Next meeting is scheduled for Friday, 11:30-12:30PM and will include a presentation on Community Collaboration for Children's Success results.
- b. **Parent Handbook** (Swope): Finally rolling again; \$10K Measure K grant was approved by the Board of Supervisors and is in Probation's account; Commissioner Swope will be working with Tony Burchyns; looking to get quotes for printing; second version of Patrick's design will be sent to Commissioners Gustafson and Wilson for feedback.
- c. **Describe Existing Transition Programs** (Labouisse, Telleria): Commissioner Labouisse reported developing the list of resources and criteria is turning out to be a larger task than anticipated. The team discussed available resources with Ally Hoppis and Aurora Pena and the Commission for Mental Health. The team would like to talk to providers and to families. The research will extend later into Fall, but the goal is to create a report by the end of the year on services available.
- d. **Marketing Strategy** (Gustafson, Barrack, Nori): Elevator pitch and bios have been finalized. Commissioners should let the team know if they want to edit their bios.



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Agenda packet includes a summary of research of other San Mateo County Commissions and other JJDPCs. Many of the websites are similar to ours, but there are some exemplars with more content. Next steps include updating the website with links to the strategic plan, bios, , project plans, resources, meeting information, etc. In Phase 2 the team will finish up some research on making our site independent of probation. They are looking into how to engage more with other commissions (i.e., therapeutic art classes with the Art Commission) and social media possibilities.

- e. **Elected Officials** (Bocanegra, Labouisse): The team integrated Commissioners' comments and finalized the talking points. They would like to approve start of outreach to elected officials and will provide notice to the Commission prior to reaching out to a given official in order to allow them to provide feedback about contacts or insights they might have. Commissioner Bocanegra will be absent for the next two meetings because he is attending training with Human Rights Watch. Commissioner Gustafson made a motion to approve the talking points and allow the project team to get started on outreach with a week's notice to Commissioners. The motion passed unanimously.

IX. Youth Commission (Nori): Last month, Commissioner Nori was chosen as student trustee for the Sequoia Union High School District. He has been attending these meetings and has asked for information about supports for youth returning to the district from juvenile hall. He will present at a future Board Meeting.

X. Announcements

- a. Commissioner Winter read a letter that announced the Youth Court in Santa Clara County has been suspended. Commissioner Winter connected them with the Marin County YMCA.
- b. Kate Hiester from FLY announced that Redwood City (RWC) is hosting listening sessions around community experiences with the RWC police department ahead of a Fall budget modification where they may choose to change police funding. There are 5-6 virtual sessions and one specifically for youth.

Meeting adjourned 7:10 p.m.

Next Meeting: Tuesday, August 25, 2020

JJDPC Web Site Upgrade Draft

Main Page Body

Mission Statement. It is the mission of the San Mateo County Juvenile Justice & Delinquency Prevention Commission to be a public conscience in the best interest of juveniles. The Commission advocates for programs and services that prevent youth entry into the juvenile justice system and promotes respect for the human dignity of all minors who do enter the system.

We welcome input from youth, the community and system partners to inform and guide our work.

Join our Meetings

The JJDPC meets on the last Tuesday of every month. Click [here](#) to see the JJDPC 2020 meeting schedule.

Suggest Topics for discussion

E-mail us to offer your ideas for meeting topics or project ideas

Apply to be a commissioner

The JJDPC consists of 7-15 San Mateo County residents, with two or more between the ages of 14 and 21 years. Commissioners serve 4-year terms. Each commissioner is expected to attend the monthly meetings and serve on one project team and/or assume a role as a JJDPC Coordinator or Liaison with one of our community partners.

Click [here](#) for an application to become a commissioner

Sidebar Right Side

(If Possible) embed *Google Calendar* with meeting dates and times for JJDPC. This would be maintained by the sanmateojidpc@gmail.com account and would update without need for someone to update the website. Otherwise implement a calendar that shows future meetings. (This would not be necessary on sidebar if link on main body is possible as above.)

Sidebar Left Side (top)

Links:

- Inspection Reports (as is)
- Meeting Information (improve format & accessibility to agenda and minutes)
- Application (Not necessary if link on main body is possible)
- Roster (change this link to one with bios)*
- Probation resource guide (link to the probation site)
- Parent handbook (when available),
- Annual Reports (new link)
- Strategic Plan (direct link to the document)

Sidebar Left Side (bottom)

The current contact-us box should be simplified to simply list the names of the co-chairs together, the email (sanmateojidpc@gmail.com), and the address once rather than twice separately.

* Need to know if county requires link to go to county roster and if so add bios w/ separate link.