



## COUNTY OF SAN MATEO

### Juvenile Justice and Delinquency Prevention Commission

222 Paul Scannell Drive • San Mateo, CA 94402 • (650) 363-4641

Corrected

### Minutes of the Regular Juvenile Justice & Delinquency Prevention Commission Meeting Tuesday, October 29, 2013, 5:00 p.m. 455 County Center, Room 402, Redwood City

#### Commissioners Present:

Susan Swope – Chair	Gurjeet Chahal
Rebecca Ross – Vice Chair	Marianna Klebanov
Mieke Barrows	Margot Rawlins
Richard Boitano (Emeritus)	Milton Reynolds (Emeritus)
Moneisa Carson	Irv Rollins
Braulio Gonzalez	Al Serrato
Sandra Gomez	

**Commissioners Excused:** Pat Bresee, Bonnie Miller

**Staff Present:** The Honorable Susan Irene Etezadi, Presiding Juvenile Court Judge  
Larry Silver, Deputy Chief Probation Officer (Institutions)  
Christine Villanis, Deputy Chief Probation Officer (Juvenile)  
Joan Rosas, Associate Superintendent, Student Services, County Office of Education

#### Additional Attendees:

Brook Costello – StarVista	Tara Schmidt – Fresh Lifeline for Youth (FLY)
Adam Ely – County Counsel	Juan Gabriel – SMCYC/YUCA
Rick Halpern – Private Defenders Program	Loriann Villanis – County Office of Education
Alana Hawkins – Fresh Lifelines for Youth (FLY)	Michael Stark – Youth Commissioner

#### I. Administrative Business:

- Call to Order: The meeting was called to order at 5:15 p.m.
- Roll Call and Establish Quorum: A quorum was established.
- Agenda Review: Agenda was approved as distributed.
- Approval of Minutes: The Minutes from the September 24<sup>th</sup> JJDPC meeting, were approved as distributed.

#### II. Oral Communications

There were no oral communications.

#### III. Probation Remarks

There will be an open house on November 19<sup>th</sup> from 3:00 – 6:00 p.m. for the Girls Empowerment Program. Representatives from the Youth Services Center's collaborative partners will be present. Deputy Chief Silver has offered to give tours to Commission members who are unable to attend the open house but interested in touring the facility.

#### IV. Court Remarks

Court and Board remarks were deferred to later in the meeting.

#### V. Inspections

a. EPA Teen Home (S. Swope)

As recommended at the last JJDP Meeting (September), the report was corrected to reflect that a health inspection is *not* required for homes with six or fewer residents. Commissioner Swope is still waiting for a fire inspection to be scheduled and will add that date to the report. Otherwise, the report is complete and approved.

b. YSC (R. Ross)

The facility is relatively new and otherwise very well run. However, due to scheduling issues with the local fire agency, a fire inspection has not been scheduled yet. It became clear during the fire drill there is not a good evacuation plan for the F2 housing unit. Staff is aware of this issue and is working to resolve it.

Areas of concern:

1. *Covered overhangs* -- There is a need for more covered overhangs between the ELM Unit and the school. On rainy days, minors attend school on-unit because the uncovered areas are slippery and pose a safety issue for staff and minors. There is currently no money in the budget to have overhangs installed and there is no provision for it in the County's Capital Improvement Plan. The commission suggested that floor mats be installed in the meantime.
2. *Evening Meals* -- Minors have also complained that they are hungry in the evening because dinner is served at 4:00 p.m. in the afternoon so kitchen staff can be sent home by 5:00 p.m. to avoid overtime and union issues.
3. *Documentation* -- There were concerns about the lack of documentation that shows minors participation in programs. Deputy Chief Silver acknowledged that while there are comprehensive files for minors in the secured housing unit, the process for documentation is less defined in other units. He is currently looking into a solution that will be more consistent across all units.
4. *Clothing* -- Youths have complained that they do not receive fresh pants and shirts on a daily basis. This has been brought to the attention of Director Hori; he is currently looking into this issue.
5. *Phone Calls and Outgoing Mail* -- There were concerns about phone access, particularly in the case of those youths whose parents do not have a cell phone, or cannot afford collect call fees. There is also concern about outgoing mail not being picked up regularly. Director Hori indicated that he will look into both of these issues, and send out a memo to all units about the outgoing mail procedure.
6. *Medical Treatment After Hours* -- There is no process in place for on-site medical treatment after 11:00 p.m. Youths that become ill must either be taken to the ER (if the situation is severe enough) or wait until the nurse arrives the following morning. Staff cannot provide medical services of any kind because of liability. This issue can be resolved by employing an on-call nurse, allowing staff to administer mild pain medication, or phone a medical center for advice.

Commissioner Ross also wanted to clarify that the number of grievances was actually 42, and not 75 as previously stated.

## Recommendations:

1. Develop a better documentation process that describes the programming that each minor is receiving, explanations for missed school days, time spent in room and why, etc.
2. Look into the possibility of hiring an on-call nurse for after-hours medical treatment.
3. Provide the Commission with a written phone-call policy as well as post the policy in all units to ensure that youths are aware of it.
4. Provide a written response to the Commission to explain the meal policy with a description of what an evening snack is.
5. Seek approval and funding from the Board of Supervisors to install covered overhangs.
6. Clarify the process for issuing fresh shirts/pants, or provide an explanation as to why youths do not receive fresh clothing daily, if that is the case.
7. The recommendation for new turf will remain on the list of recommendations carried over from the previous year.

Commissioner Ross also suggested that a member of the Commission do an in-depth review of the meals provided at the YSC and report back to the Commission. Margo Rawlins agreed to work with Director Rich Hori and/or Deputy Chief Silver on this project. Commissioner Barrows suggested that Commissioner Ross draft the recommendations for the letters to the Judge and also include a paragraph listing the things at the facility that were found to be working well.

### c. YSC School (I. Rollins )

The concern around the issue of rainy days has already been addressed. The inspectors were very impressed with the school program and the collaborative relationship between the YSC and the school. The programs meet the mandated requirements of a public school. The school is also working with the County Office of Education to pursue Western Accreditation of Schools and Colleges (WASC) certification. The inspectors commend the school on this effort. If the school obtains WASC certification, credits acquired by students will be more easily transferable to community colleges or universities. It should also be noted that the inspectors applaud the commissions teaching staff for its use of community volunteers.

#### Areas of concern:

1. The number of youths in English Language Development and Special Education programs are quite high. The inspectors hope to see this issue addressed in the future by the school's Education Committee.
2. Online college classes have been discontinued. Youths on long-term therapeutic detention who already have a high school diploma or GED, have no additional opportunities to further their academic pursuits while in detention. While other students attend classes, these youths are confined to their rooms.

Joan Rosas commented that the school's primary responsibility is K-12 education. While staff can assist students in getting signed up for college course, they cannot sit with them as they take online courses. Joan Rosas commented that she recently attended a meeting regarding the educational needs of youths in foster care. Representatives from local community colleges were present and expressed an interest in working with Probation staff to assist youths who are preparing for college. **M: Barrows/S: Gonzalez** to approve the YSC school report with the discussed recommendations of the Commission. **APPROVED unanimously.**

d. Glenwood (M. Klebanov)

Revisions have been made to Camp Glenwood report according to the recommendations made at the previous JJDP Meeting in September. The issue of the grievances against a particular teacher has been addressed by Joan Rosas. The home phone policy has been clarified, and now states that youths *will not* be prohibited from being ordered into Camp Glenwood because their parents do not have a home phone. The possibility of using GPS tracking devices is up for future review by Camp Glenwood.

**M: Barrows/S: Ross** to approve the inspection report for Camp Glenwood as amended.  
**APPROVED unanimously.**

e. San Carlos Police Bureau (S. Swope)

The inspection of the San Carlos Police bureau revealed that there is continuous video monitoring of youths in secured detention, but there is no audio. The sergeant informed Commissioner Swope that youths are within earshot of those monitoring the video feed. Adam Ely of County Counsel commented that he reviewed *The 2003 Juvenile Title 15 Regulations* and noted that constant video monitoring is a requirement, but he did not see a direct mandate for audio monitoring. Commissioner Barrows cited a quote from the *Inspection Handbook for Minors in Jail* that suggests that there should be some form of direct audio monitoring. Commissioner Ross suggested that a recommendation for audio monitoring be included in the letter to the San Carlos Police Bureau, citing the guidelines in the handbook.

f. Our Common Ground (M. Barrows)

Commissioner Barrows stated that the status of the inspection report for Our Common Ground is unknown at this time, and there has been no recent update from Commissioner Miller. Commissioner Ross noted that this report was not mandated for 2013, and that the inspection can be completed and reviewed at the January 2014 meeting.

#### IV. Court Remarks

Judge Etezadi extended an invitation to the Commission to attend an open house event on November 19<sup>th</sup> for the Girls Empowerment Program. The Judge also invited all interested Commission members to attend juvenile court to gain a better understanding of court proceedings. Court is in session Monday through Thursday from 8:00 a.m. to 5:00 p.m. There is no court on Friday afternoons. Juvenile Commissioners are also encouraged to attend for educational purposes. Please contact Judge Etezadi or Judge Lee to set up a visit.

#### VI. Standing Committee Reports

- a. **Education** - (I. Rollins) – Commissioner Rollins wanted to bring to the attention of the Commission, the issue of internet security at the YSC. This is a challenge that will need to be addressed as education moves more and more toward the internet. Parameters will need to be set around internet security and what people can and cannot access. Commissioner Reynolds commented that Respect 24/7 held three symposia this year to address the issues of bullying and disproportionate minority suspensions and expulsions. For the 2013-14 year, Respect 24/7 will address the following areas: increased data sharing and communication among school districts, coalition for safe schools, mental health support in schools, and a focus on teacher professional development. These will be long-term projects, but a framework is being defined.

- b. **Legislative Committee** – (M. Klebanov) – The committee is waiting until their next meeting to discuss the possibility of the becoming an informational committee instead of one that seeks to influence policy.
- c. **Regional JJDPC Meeting** – (S. Swope) – Commissioner Swope is currently working with the commission chairpersons from other nine counties who will be involved in planning the Regional JJDPC Conference. Commissioner Swope will provide an update at the January JJDPC Meeting.
- d. **Commissioner Representative Reports** – (M. Carson) – Commissioner Carson attended a meeting on October 17<sup>th</sup> that focused on Gateway School and its most recent updates. Gateway is planning to implement Common Core Standards into its curriculum, and has received WASC candidacy. A new P.E. teacher and an Intervention teacher have been hired. Gateway is also working on implementing an online credit recovery program.
- e. **Juvenile Justice Coordinating Council** – (Swope) – The results of the Recidivism Study conducted by Applied Systems Research were released at the September 27<sup>th</sup> JJCC Meeting. The total survey population consisted of 1,194 youth. The study period went from July 2010 to June 2013. The study’s purpose was to measure the effectiveness of the programs funded through Probation in reducing recidivism. The data generated from the study indicated that the programs used in Probation are effective, overall. The current contracts will remain in place for the next fiscal year. A new RFP will be issued in 2014. Deputy Chief Villanis added that Probation Department met with Santa Clara regarding their Competency Restoration program from the University of Virginia. Probation would like to use it, but UVA wants a substantial licensing fee, which makes it cost prohibitive. Deputy Chief Villanis noted that the Probation Department has reached out to other counties to explore the possibility of creating a regional competency restoration program.
- f. **Nominating Committee: Consideration of Commissioner Application** - (M. Rawlins) Commissioner Rawlins presented local high school student, and member of the County’s Youth Commission, Michael Stark, to the Commission for consideration as a JJDPC commissioner. Mr. Stark introduced himself and stated the reasons for his interest in the JJDPC, as well as provided some information about his other educational and recreational pursuits.

**M: Rawlins/S: Klebanov** to recommend Michael Stark to the Court for appointment to the JJDPC. **APPROVED unanimously.**

**VII. Announcements**

Commissioner Reynolds announced that his organization, Facing History, will be sponsoring a free screening of the film, *‘Matt Shepard is a Friend of Mine’*. The screening will be held on November 12<sup>th</sup>, at the Kabuki Theater in San Francisco.

**IX. Adjournment:** The meeting was adjourned at 6:54 p.m.

**Next JJDPC Meeting:**

**Tuesday, January 28, 2013, 5:15 - 7:15 p.m. • Location: 555 County Center, Room 402, Redwood City, CA.**