



COUNTY OF SAN MATEO

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

Minutes of the Regular Juvenile Justice & Delinquency Prevention Commission Meeting Tuesday, September 30, 2014, 5:15 p.m. 455 County Center, Room 402, Redwood City

MINUTES

Commissioners Present: Susan Swope – Chair, Rebecca Ross – Vice Chair, Mieke Barrows, Marianna Klebanov, Bonnie Miller, Margot Rawlins, Irv Rollins, Michael Stark, Rick Boitano - Emeritus

Commissioners Excused: Al Serrato

Staff Present: Larry Silver, Deputy Chief Probation Officer (Institutions)

Marci Dragun – Supervisor Warren Slocum’s Office

John Frye – SMCOE Court & Schools

Lara Montoya – Notre Dame de Namur University

Joan Rosas – SMCOE

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: No changes were made to the agenda.
- Approval of Minutes: M:/Ross, S:/Miller to approve the August 26, 2014 Minutes. The minutes were approved with one abstention from Commissioner Swope, who was not present at that meeting.

II. Oral Communications

There were no oral communications.

III. Probation Remarks

Deputy Chief Silver stated that Director Rich Hori has been reassigned to the Realignment Division. Rod Moore will serve as ‘work out of class’ Director of Institutions for 6 months followed by Sherri Calhoun for 6 months until a permanent director has been identified. Director Silver is finalizing a corrective action plan in response to the BSCC letter. The response is due in November. The hall will be in compliance by October. Staffing is an on-going issue in the hall as people retire and GSees get hired into other positions. Family Night in the hall continues to be well received.

Correction to the 8/26 Minutes

M:/Ross, S:/Miller to correct an error in the August 26th meeting minutes. The inspection report attributed to the San Mateo Police Department was actually for the *Menlo Park Police Department* and **not** San Mateo. The August 26th minutes were *approved* with this correction.

Introduction of Youth Commission Liaison

Commissioner Stark introduced Lizzie Ford, a student at St. Ignatius College Prep. Ms. Ford stated that she is a junior, and is very excited to be working with the Commission this year.

IV. Court Remarks

There were no court remarks.

V. Committee Reports

a. Inspections Status and Review of Inspections (Rawlins)

Commissioner Rawlins said that most inspection reports have been turned in, with the exception of YSC and Camp Kemp. Mac's Group Home and Your House South will be deferred to next year.

Youth Services Center (Ross)

Commissioner Ross commented that she and Commissioner Miller are still working on the YSC inspection. This year's inspection is more thorough than last year so it is taking a bit longer to complete. She expects to have it complete and ready for review at the October meeting. Commissioners Rollins and Swope are working on the YSC School inspection.

Camp Kemp (Swope)

The Camp Kemp inspection is almost complete except for the sleeping quarters, which will be inspected separately.

Belmont Police Department (Barrows)

The Belmont PD has a detention cell and cuffing rail that are rarely used. The records appeared to be in order. The only concern was with clothing and blankets. It is rare that clothing is needed, but when it is, they provide jail (orange) clothing. Commissioner Barrows thought it was extreme to put juveniles in jail clothing if they are only being detained and wanted to note in the report the Commission's recommendation for alternative clothing. The Commission agreed to approve the Belmont PD inspection with the recommendation of alternative clothing for juveniles in detention. **M:/Rawlins, S:/Rollins** to approve the Belmont PD inspection. **Report Status: *Approved*** with the noted recommendation.

Foster City Police Department (Swope/Serrato)

Everything at Foster City PD appeared to be in order. There isn't a holding cell for juveniles but there is a room that locks and someone maintains audio/visual monitoring of juveniles at all times. There is no cuffing rail used. **M:/Ross, S:/Miller** to approve the Foster City PD inspection. **Report Status: *Approved***.

Menlo Park Police Department (Rawlins)

There was confusion during the last inspection period about audio monitoring for juveniles. Commissioner Rawlins confirmed that there is an intercom system to monitor juveniles in secured detention. Juveniles in unsecured detention are under constant monitoring particularly, if it is believed that they might harm themselves. The number of youth held in secured detention provided by Menlo Park PD does not match the state's numbers. Commissioner Rawlins had a question about whether the numbers should be reported for the calendar year, or fiscal year. It was confirmed that the numbers should be for the previous calendar year, in this case 2013. Commissioner Rawlins will resolve the discrepancy. **Report Status: Approval of MPPD is held-over pending clarification about the number of juveniles held in secured detention.**

San Carlos Police Bureau (Rawlins)

The San Carlos Police Bureau is run by the Sheriff's Office and it appears that there are no issues with the way it is run. However, Commissioner Rawlins had concern about the use of cuffing rails on juveniles placed in secured detention. There are two cuffing rails; one out in the open and one in an interview room where juveniles are sometimes cuffed. When questioned about the circumstances that warrant placing a juvenile in secured detention, the response given by the sergeant was somewhat vague and this concerned Commissioner Rawlins. The sergeant also stated that the cuffing rail in the interview room is rarely used but when it is, it's because juveniles seem more comfortable with the cuffing rail than standard handcuffs. Commissioner Rawlins inspected the records and confirmed that this rarely occurs and never longer than 1.5 hours. Some commissioners were concerned about the reason given for placing juveniles in secured detention but Commissioner Ross commented that each department can use its own discretion in this matter. Commissioner Klebanov stated that the statutory requirement is for juveniles to be placed in detention if they are a flight risk or are a danger to themselves or others. There was a fire inspection from February 2014 but Commissioner Rawlins did not actually see it. The sergeant stated that a health report is not required. The Commission recommended approving the San Carlos inspection with the recommendation that Commissioner Rawlins gets an actual copy of the fire inspection to see if there are any recommendations noted. **M:/Barrows, S:/Miller** to approve the San Carlos Police Bureau inspection. **Report Status: *Approved*** with the noted recommendation.

Pacifica Police Department (Boitano)

The Pacifica Police Department is very small but is very modern and well designed. The cuffing rails were removed six months ago. The department is well organized. There were no issues noted in the fire or health reports. Commissioner Barrows questioned if the number of juveniles placed in secured detention represent the total for the calendar year or not. The Commission recommended that Commissioner Boitano note in the inspection report that the numbers provided are for the previous 12 months *and not* the 12-month calendar year. (*The Commission also recommends that the inspection form be updated to state that the numbers represent the 12-month calendar year*). **M:/Barrows, S:/Miller** to approve the Pacifica Police Department. **Report Status: *Approved*** with the noted correction.

Burlingame Police Department (Klebanov)

All appeared to be in good order at the Burlingame PD. The sergeant seems to be well informed and officers receive training on youth in confinement every two years. There was a question on the report about whether juveniles are advised of how long they will be in secured detention (the maximum is 6 hours for juveniles). The sergeant stated that juveniles are only placed in secured detention if they are deemed 'high risk'. If the unit is busy, there might not be time to inform them of the 6-hour hold limit. The Commission recommended amending the report to state that juveniles should be advised of how long they will be held in secure detention. Commissioner Barrows pointed out a discrepancy in the report, where both the *yes* and *no* boxes were checked regarding auditory access. Commissioner Klebanov confirmed that this is a typo, and that there is auditory access. She will also note that the number of youth held in secure detention covers the previous 12 month period; *not* the calendar year. **M:/Rollins, S:/Miller** to approve the Burlingame inspection report. **Report Status: *Approved*** with the above-mentioned corrections.

Canyon Oaks (Stark/Rawlins)

Things appeared to be in good order at Canyon Oaks however there was concern about the accessibility of grievance forms. The forms are not posted in an area accessible to youth; they

must be requested. Commissioner Swope also questioned if a health inspection was available or required. Commissioner Rawlins stated that Canyon Oaks felt that they did not need a health inspection but she will call the State to confirm. Commissioner Rollins suggested that Canyon Oaks be questioned in the same way as the YSC (or any other facility that offers education) for future inspections. (*The Commission agreed to review this during the next inspection cycle.*) In addition to inquiring about the health report, Commissioner Rawlins will make the following amendments/corrections to the report: Change staff to child ratio to indicate 1:1 when the juveniles are awake; 1:2 when the juveniles are sleeping; **page #2** – change the word, ‘familiar’ to ‘*familial*’; **page #4** – indicate that the roof *is* acceptable; **page #5** – indicate that minors were *not* interviewed; **page #6** – indicate how special nutritional needs are met (Commissioner Rawlins will verify this); **page #6** – indicate that juveniles do take daily showers. **M:**/Miller, **S:**/Barrows to approve the Canyon Oaks inspection report with the above-mentioned corrections. **Report Status: *Approved*** subject to the above-mentioned changes.

RISE (Barrows)

The updated version of the RISE inspection report was not available for review by the commission during the meeting. Commissioner Barrows sent updates she made to the report to Commissioner Rawlins via email. These updates were read aloud during the meeting. There were questions about the CSEC training that RISE staff is required to participate in. Commissioner Barrows confirmed that RISE staff follow the GEMS Victim/Survivor Leader Curriculum and get 24 hour of CSEC training. Ms. Corbett, the home director, was personally trained by the GEMS founder. Staff also receive an additional 24 hours of training in mandated reporter training and therapeutic crisis intervention (behavioral management and de-escalation). There was concern about home passes and whether someone is notified if a juvenile goes AWOL. Ms. Corbett stated that RISE will follow whatever instructions are given by Probation or HSA in these situations. **M:**/Rawlins, **S:**/Klebanov to approve the RISE inspection report as amended. **Report Status: *Approved***.

Camp Glenwood (Barrows)

Commissioner Barrows was impressed with the programs at Camp Glenwood. Issues with the roof, blankets and bathrooms from the last inspection have been addressed. Painting and additional improvements are being made as part of the County’s Capital Improvement Program. There is a water shortage in the immediate area so the garden is not being watered. The numbers are currently low. The Commission had concerns about the availability of mental health counseling. Deputy Chief Silver stated that mental health counseling is available for 20 hours per week through BHRS but the Commission felt that this is inadequate. Deputy Chief Silver suggested that the Commission put their concerns in the inspection report and draft a letter of recommendations around mental and education to Glenwood. (Commissioner Barrows will prepare the letter.) **Report Status: *Approval held over*** for further discussion at the October meeting.

Review of Boards of State and Community Corrections Letter to Chief Keene

The letter to Chief Keene from the BSCC was distributed in the Commissioners’ packet. In the interest of time, the discussion of the letter will be addressed during the October meeting.

b. Nominating Committee

Commissioner Swope asked for nominations for JJDPC Chair for next year. Commissioner Ross has agreed to remain co-chair. Commissioner Ross encouraged the Commission to promote the Commission and seek out new commissioners by inviting people to meetings. As there were no nominations, Commissioners Swope and Ross agreed to continue in their current posts.

Commissioner Ross presented Ms. Lara Montoya to the Commission and nominated her for the Commission. **M:/Ross, S:/Miller** to recommend Ms. Montoya to be appointed to the Commission. **Status: *Approved*** unanimously.

Commissioner Ross also recommended that the Commission review its charter and consider narrowing its focus to concentrate on inspections and getting new commissioners.

Commissioner Barrows introduced Ms. Valerie Gibbs, who is also interested in joining the Commission. Commissioner Barrows will forward Ms. Gibbs' application to the JJDCP Secretary.

- c. Education Committee – No report.
- d. YSC Liaison – No report.
- e. Legislative Committee – No report.

VI. Commissioner Representative Reports

a. Community Schools Advisory Committee—A new representative is still needed for this committee. Commissioner Ross suggested that the Commission consider scaling back its involvement in outside committees until new commissioners can be added. Joan Rosas stated that she participates in the Advisory Committee meetings and would be willing to provide the commission a brief report each month.

b. Youth Commission Report—Commissioner Stark reported that the Youth Commission will be having its next public meeting next month. Commissioner Barrows volunteered to be the adult ally for Lizzie Ford.

VII. Commissioner Comments/Announcements

Commissioner Swope reported that the Board of Supervisors voted to oppose Proposition 47, which would reduce several non-serious, non-violent offenses, such as simple possession, to misdemeanors. The money saved would be used for alcohol and drug rehabilitation services as well as for victim services.

Commissioner Swope reported that the Juvenile Justice Coordinating Council met on August 1st. The contracts between Probation and its service providers have been extended until June 2015. The RFP development will begin in November. Contracts will be put on a 3-year cycle. The recidivism study now follows four groups for at least one year but the numbers in some of the groups are not large enough to yield any valid statistics. The data provided to date simply shows that there is a correlation between risk factors and recidivism, a concept that is already widely accepted.

The *Keeping Kids in School and Out of Court* group is still moving forward and has been combined with a group from the County Office of Education. Together, these groups will work on the Big Lift Project and development of a juvenile diversion program in the City of San Mateo to serve as a scalable model for the County.

VIII. Adjournment

The meeting was adjourned at 7:20 p.m.

The Next JJDCP Meeting: *Tuesday October 28, 2014 at 5:15 p.m.*
Location: 555 County Center, Room 402, Redwood City CA.