

**PROBATION DEPARTMENT  
COUNTY OF SAN MATEO**



Juvenile Justice Coordinating Council (JJCC) Meeting

February 25, 2016

2:00 p.m. – 4:00 p.m.

222 Paul Scannell Drive, San Mateo CA – Chief’s Conference Room

**Members**

**John T Keene**  
Chief Probation Officer

**David Pine**  
Board of Supervisors

**John L. Maltbie**  
County Manager

**Clifford Cretan**  
Superior Court

**Steve Wagstaffe**  
District Attorney

**Stephen Kaplan**  
Behavioral Health  
and Recovery Services

**Loc Nguyen**  
Human Services Agency

**Rick Halpern**  
Private Defender

**Susan Manheimer**  
Chief, San Mateo Police  
Department

**Trisha Sanchez**  
Sheriff’s Office

**Nancy Magee**  
County Office of  
Education

**Richard Boitano**  
Jefferson Union  
High School District

**Jane Smithson**  
At-large community  
representative

**Michelle Gustafson**  
Juvenile Justice and  
Delinquency Prevention  
Commission

**MINUTES**

**Members Present**

Rick Boitano  
Michelle Gustafson  
Rick Halpern  
Stephen Kaplan  
John Keene  
Nancy Magee  
John Maltbie  
Loc Nguyen

**Members Absent**

Clifford Cretan  
David Pine  
Jane Smithson  
Steve Wagstaffe

**Additional Attendees**

Alexi Arvanitidis, StarVista  
Clarise Blanchard, StarVista  
Roy Brasil, Probation  
Casey Caylor, Boys & Girls Clubs of the Peninsula  
Holly Child, Applied Survey Research  
Peter Ehrhorn, StarVista  
Reyna Farrales, County Manager’s Office  
Karen Guidotti, DA’s Office  
Nicole Haley, Fresh Lifelines for Youth  
Darlene Hansen, Probation  
Hong Liu, Probation  
Katrina Logan, CLSEPA  
Nadine Gonzalez Lopez, Pyramid Alternatives  
Vielka McCarthy, Probation  
Michelle Mendez, Probation  
Melanie Stauffer, Probation  
Jen van Stelle, Applied Survey Research  
Randy Torrijos, Board of Supervisors, District 1  
Christine van Dong, Applied Survey Research

**I. Call to Order**

The meeting was called to order at 2:03 p.m.

**II. Public Comment**

There were no public comments.

**III. Roll Call**

**IV. Unfinished Business**

A. Approval of Minutes from the November 19, 2015 meeting;  
M: Maltbie/S: Gustafson. The minutes were approved as distributed.

**V. New Business**

**A. Budget Update (Hong Liu)**

Hong Liu reported that the allocation for both funding streams remain the same; growth money for both streams have been set aside for one-time costs only. All contracts have been executed with the exception of StarVista, which is slated for approval from the County Manager’s Office in the coming weeks.



**B. Local Action Plan 2016 (Applied Survey Research)**

ASR provided a PowerPoint update on the evaluations currently underway and the Local Action Plan for 2016.

- Probation will transition from the Developmental Asset Profile (DAP) assessment tool to the Child and Adolescent Needs and Strengths (CANS) Comprehensive Assessment tool. CANS is an open domain tool for use in service delivery systems that address the mental health and behaviors of children, adolescents and their families through an evaluation of their strengths and weaknesses
- ‘Key Informant’ focus groups that include probation staff, judges, County Office of Education staff and court staff will also be interviewed
- A survey will also be conducted via Survey Monkey to assess unmet needs (Deadline: April 1<sup>st</sup>)
- Some who complete the survey will receive ‘giveaways’ to thank them for their participation

**Questions and Comments**

- Are there (or will there be) any questions about mental health asked on the survey? (S. Kaplan)
  - This survey is not meant to assess mental health needs. The CANS assessment is structured to address criminogenic risk factors
- Some juveniles who are not considered high-risk might actually be high-needs in terms of programming. Is there a way to separate them out? (Chief Keene)
  - That is the goal of the CANS tool; ASR hopes to have this data available by the next annual evaluation (November).
- Will the data gathered from these assessments make way for a review of current program policies? (N. Magee)
  - This will be reviewed at different levels given that the community based organizations have been using the CANS tool
- When will the assessment data be available for review by the Council? (S. Kaplan)
  - Since this is will be the first full year using the CANS tool, data will be available by the next evaluation.

A key benefit of the JAIS tool is that it offers probation officers a print out of suggested ways to work with the youth as opposed to simply providing a risk score. This additional output will influence Probation’s current engagement practices;

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officers will gain more insight into the training and soft skills required to better address the needs of their clients.

**Meetings remaining for 2016:**

- May 19, 2016
- August 25, 2016
- November 17, 2016

**Adjournment**

The meeting was adjourned at 2:40 p.m.