



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**  
**Tuesday, September 27, 2016**  
**455 County Center, Room 402, Redwood City**

**MINUTES**

**Commissioners Present:** Chair – Susan Swope, Vice Chair - Michele Gustafson, Mieke Barrows, Rebecca Flores, Nicholas Jasso, Al Serrato and Sonoo Thadaney.

**Commissioners Excused:** Valerie Gibbs, Lara Montoya and Irv Rollins

**Staff Present:**

Roy Brasil, Deputy Chief (Juvenile)

Christine Villanis, Deputy Chief (Institutions)

**Additional Attendees:**

Loriann Villanis – SMCOE

Joey Gallo- FLY

Craig Carpenter – Community Member

Rodney Martinez – Youth Commission

Nancy Magee - SMCOE

Vincent Meola – CID/Commission on Disabilities

Melissa Wilson – Community Member

Margarita Vasquez – Youth Commission

**I. Administrative Business:**

- Call to Order: The meeting was called to order at 5:17p.m.
- Roll Call and Establish Quorum: A quorum was established.
- Agenda Review: Approved as distributed.
- Approval of Minutes: **M:/ Gustafson, S:/ Thadaney** to approve the Minutes of August 30, 2016 as distributed. **Approved** unanimously.
- November 29, 2016 meeting added by unanimous consent

**II. Oral Communications:** None.

**III. Private Defender Program Evaluation Report** (Gustafson and Swope)

Commissioner Swope reported on the PDP report recommendations. The Board's decisions were in line with the Commission's recommendations. They struck Item 3, which recommended the PDP have an oversight committee. Item 2 was changed from a 12- to a 24-month notice.

Commissioner Thadaney recommended writing a thank you letter to the Board thanking them for considering the Commission's recommendations.

The Commission discussed how both youth and their parents are confused about juvenile court proceedings. Commissioner Gustafson recommended giving parents information in writing to guide them through the process. Commissioner Serrato and Deputy Chief Brasil noted that parents are provided information verbally from their respective offices; however, the information is not provided in writing. Deputy Chief Brasil will provide the Commission with the document the Assessment Center sends out. He also noted that there is a FAQ on Probation's website.

Further discussion was deferred to the next meeting.

**IV. Discuss JJDPC Grand Jury Response Outline (Gustafson)**

Commissioner Gustafson gave a brief review of her draft response to the Grand Jury's report on the County's juvenile offender facilities. Commissioner Barrows offered suggestions for revision.

Deputy Chief Villanis said the Probation Department will cooperate with the Controller's Office and provide them with any information they request. The Controller's Office is taking the lead in responding to the Grand Jury.

Commissioner Thadaney recommended the Commission write a letter to the Board of Supervisors and Controller's Office outlining the Commission's observation of the Probation Department.

**M:/Gustafson, S:/Barrows** to produce a final draft letter for consideration at the next meeting. Approved Unanimously.

**V. Project Updates**

a. Adverse Childhood Experiences and Prevention Initiative (Thadaney) -- No report.

b. Group Home/Dependency Youth Project (Barrows) -- No Report.

**VI. Probation Remarks (Villanis, Brasil)**

Deputy Chief Villanis gave an update on the installation of upgraded security at Juvenile Hall. Forrest is completely empty. Youth from Forrest 3 have been moved to Pine 5. Youth in Pine 5 were moved to Elm 7. Juvenile Hall is operating with 4 units until the project is completed in 1-2 week.

Probation has signed an agreement with Pyramid Alternatives for the Girls Program at Camp Kemp to offer individual and family therapy, AOD, and community services.

Deputy Chief Brasil reported that the next Regional Continuum of Care meeting will be on October 14, 2016. He will provide an update at the next meeting.

**VII. San Mateo County Office of Education (Magee)**

a. Progress on Online Instruction

Nancy Magee reported that 30 Chrome Books are set-up and ready for use and Camp Glenwood, 30 more Chrome Books are set-up and ready for use at Camp Kemp, and another 30 Chrome Books are being readied for installation at Juvenile Hall.

**VIII. Private Defender Program Remarks (Halpern) – No report**

**IX. Liaison/Study Group Reports**

a. **Inspections Committee (Gustafson)**

Consideration of the Canyon Oaks and YSC Inspection reports will be deferred to the next meeting.

**Camp Glenwood Inspection Report:** Commissioner Barrows presented the Camp Glenwood inspection report. She noted that the fire extinguisher bracket was fixed as of 9/6/16. In regard to book restrictions, if books are sexually explicit or have gang related material, youth aren't allowed to read it. Staff reported that if there is questionable material in the book, the staff will have the youth write a book report on the book and be rewarded with a treat.

Commissioner Barrows also noted that prescription soap is held on the units and youth aren't allowed to bring in any personal toiletries to ensure they have not been altered. Prescription refills are filled and brought in by family. She also stated that youth are allowed two phone calls per week. Youth expressed preference to work with female health clinicians. Any changes to this would need to be handled by BHRS. A part-time female therapist has recently been assigned to Camp Glenwood.

**M:/Barrows, S:/Thadane**y to approve the Camp Glenwood Inspection report. Approved unanimously.

**San Bruno PD Inspection:** Commissioner Serrato and Commissioner Flores conducted the San Bruno Police Department inspection. It turned out that the one minor held briefly in secure detention had misrepresented herself as being 19 yrs old. When it was determined that she was a minor, she was transferred from secured location to unsecured detention. The department does not have a cuffing rail. The arresting officer maintains one-on-one contact with the minor. The only area of concern was that they were using white out to correct the log books instead of lining out any errors. They were advised to stop this practice.

**M:/Barrows, S:/Flores** to approve the San Bruno Police Department. Approved unanimously.

**Menlo Park PD:** Commissioner Gustafson reported on the Menlo Park Police Department (MPPD) inspection. In 2015, they held four youth in secured detention. There is a cuff rail and it is being used. The logs were not always completed correctly and accurately. The inspectors recommended they revise the logging form to make it easier for Officers to complete and be compliant with Title 15. The MPPD stated most of the Officers did not have specific juvenile detention training and would like recommendations on how to get more training.

Commissioner Barrows noted that at the MPPD, the call button in the room used for juvenile secured detention did not connect directly to the operations desk in front of the cell, but connected to dispatch and was then routed to that desk. Commissioner Barrows told MPPD that Title 15 requires that youth be observed through continuous audio and have direct and personal visual supervision of the youth by staff no less than every 30 minutes. The Commission has sought guidance from BHRS in the past on what continuous audio observation means, but has not received a response. The MPPD inspection report will note this as an area of concern.

The report will note the need to have better logging and better training on how to log for minors in detention, as well as the requirement for continuous audio observation.

**M:/Gustafson, S:/Serrato** to approve the Menlo Park Police Department. Approved unanimously.

- b. **Community Schools Advisory Committee (Valerie Gibbs)** -- No Report.
- c. **Educational Advisory (Rollins)** --No Report.
- d. **Court and Probation Liaison (Gustafson)** -- No report.
- e. **Annual Report (Swope)** -- No report.
- f. **Nominations (Swope)**

Commissioner Barrows requested that Commissioners speak with their networks to recruit more Commissioners.

g. **Legislative Committee (Swope)**

- 1. SB1052 – Requires law enforcement to allow minors counsel before waiving Miranda Rights. Commissioner Swope reported that the bill is on Governor Brown’s desk, but he has not yet signed it.
- 2. Proposition 57 – Juvenile Criminal Proceedings and Sentencing, Legislation changing the authority to “direct file” a youth in adult court from the District Attorney to the judge.

Sonoma County JJC/JJDPC sent a request to all California JJD/JJDPCs to send a letter of support for Prop 57 The Commission decided the lack of information and time to acquire the information and consider it will not allow the Commission sufficient time to draft a letter for approval.

- 3. AB403 – Child Welfare Continuum of Care – Limitations on Use of Group Homes – No update.

**X. Commissioner Comments/Announcements**

a. **The Big Lift Update**

The first Inspiring Summer program went very well. Youth who participated were excited to start Kindergarten. The program is going into 3 additional school districts, including the Redwood City School District and the Ravenswood School District, bringing the number of school districts participating in the program to seven.

**XI. Meeting Adjourned 7:20pm.**

**The Next JJDPC Meeting:** Tuesday, October 25, 2016  
**Location:** 455 County Center, Room 402, Redwood City, CA