

**PROBATION DEPARTMENT  
COUNTY OF SAN MATEO**



**Juvenile Justice and Delinquency Prevention Commission**

**June 26, 2018**

**5:15pm – 7:15pm**

**455 County Center – Room 402**

**Redwood City, CA 94063**

**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.*

**Hon. Elizabeth Lee**  
Presiding Juvenile  
Court Judge, Superior  
Court

**Jan Ellard**  
Deputy County  
Counsel

**Commissioners**

**Michele Gustafson**  
Chair

**Rebecca Flores**  
Co-Vice Chair

**Sonoo Thadaney**  
Co-Vice Chair

**Antoinette Barrack**

**Daniel Casillas**

**Christine Ford**

**Valerie Gibbs**

**Nicholas Jasso**

**Mary Oleksy**

**Al Serrato**

**Susan Swope**

**Melissa Wilson**

**Douglas Winter**

**I. Administrative Business (5:15-5:20)**

- a. Call to Order
- b. Roll Call and Establish Quorum
- c. Introductions
- d. Agenda Review
- e. Approval of Minutes of May 29, 2018
- f. Status of prospective commissioner recommendations

**II. Oral Communications (5:20-5:25)**

*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. Inspection Update (Oleksy) (5:25-5:45)**

- a. Status of inspections
- b. Consideration of Draft Inspection Reports
  - a. Redwood City Police Department

**IV. Report Outs (5:45-6:05)**

- a. Juvenile Administrative Fees (Swope, Casillas, Gustafson)
- b. Code for America “Seal My Record” Project (Gustafson)
- c. Makers Lab (Gustafson)
- d. List of Immigrant Detention Centers (Gustafson)

**V. Private Defender Program Update (Halpern) (6:05-6:15)**

- a. PDP concerns/Commissioner questions

**VI. San Mateo County Office of Education (Magee/Mustafa) (6:15-6:25)**

- a. Update on CARE class
- b. COE concerns/Commissioner questions

**VII. Court Remarks and Discussion (Judge Lee) (6:25-6:35)**

**VIII. Probation (Hori/Brasil) (6:35-6:45)**

- a. Current population of facilities, number of out-of-custody youth supervised by Probation, and number and location (out of county/state) of youth placed out of home.
- b. Update on Phone Call Policy
- c. Staffing updates

**IX. Projects for 2018: Updates and Restaffing (6:45-7:00)**

- a. Youth Court (Thadaney, Oleksy, Winter)
- b. Group Homes (Swope, Gustafson, Ford)
- c. Prop 64 (Gustafson, Jasso, Casillas)
- d. Vocational Training (Thadaney, Barrack)
- e. Parent Guidebook (Wilson, Swope, Gustafson)
- f. User Test of Juvenile Justice System (Olesky, Gustafson)
- g. Community Resources Project (Flores, Thadaney, Casillas)

**X. Liaison/Study Group Reports (7:00-7:05)**

- a. Court and Probation Liaison (Wilson, Gustafson)
- b. Community Schools Advisory Committee (Gibbs)

**XI. Committees/Liaisons – Discussion of New Roles & Responsibilities (7:05-7:10)**

- a. Chair/Vice-Chair
- b. Inspection Committee
- c. New: Legislation Committee? Nomination Committee?
- d. Liaisons to:
  - 1. Community Schools Advisory Committee
  - 2. Court
  - 3. Probation

**XII. Commissioner Comments/Announcements (7:10 – time permitting)**

- a. Community Collaboration for Children's Success: Next Meeting Friday, June 29th, 1-4pm (Gustafson)
- b. Legislative Update (Gustafson, Casillas)

**Next Meeting: Tuesday, July 31, 2018 5:15 – 7:15 p.m.**  
**Location: 455 County Center, 4<sup>th</sup> Floor, Room 405, Redwood City**

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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.