



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

**Minutes of the Juvenile Justice & Delinquency Prevention Commission**  
**May 26, 2020**  
**5:15-7:15 pm**  
**Remote Meeting**

**MINUTES**

**Commissioners Present:** Co-Chair, Toni Barrack; Co-Chair, Debora Telleria; Co-Vice Chair, Sonoo Thadaney; Paul Bocanegra; Michele Gustafson; Monroe Labouisse; Sathvik Nori; Susan Swope; Douglas Winter

**Commissioners Absent:** Co-Vice Chair, Rebecca Flores; Valerie Gibbs; Melissa Wilson

**Additional Attendees:**

Judge Susan Jakubowski – Juvenile Court  
Sandy Belluomini – District Attorney’s Office  
Ron Rayes – Private Defender Program  
Tara Ford – Youth and Education Law Project

Ally Hoppis – Behavioral Health & Recovery Services  
Aurora Pena – Behavioral Health & Recovery Services  
Kate Heister – Fresh Lifelines for Youth

**I. Administrative Business:**

- a. **Call to Order:** Co Chair Barrack called meeting to order at 5:15 p.m.
- b. **Roll Call and Establish Quorum:** A quorum was established at 5:16 p.m.
- c. **Welcome and Introductions**
- d. **Agenda Review: Approved** as distributed.
- e. **Approval of Minutes** of April 28, 2020: **Approved** as amended.
- f. **Swearing in of Paul Bocanegra**  
Paul was originally sworn in to fill the remaining term of a commissioner who resigned. His original term expired. Today, Judge Jakubowski swore him in for a full four-year term.
- g. **Probation Administrative support**  
Jannet Bonilla left the probation department last month and her position is not being filled because of budgetary constraints. Tony Burchyns will provide support to us until a probationary secretary is assigned long term to the Commission. Going forward, the JJDPCC will be responsible for taking monthly meeting notes. Commissioners should send informational emails directly to other commissioners, rather than going through Tony. Rebecca Flores has volunteered to take notes at the meetings and Sathvik Nori will format them, until a secretary role within the JJDPCC is filled.

## II. Oral Communications

*None*

## III. Department Updates

### a. **Private Defender Program** (Rayes)

Attorneys and clients continue to appear remotely during court hearings. There is still only one courtroom in operation. Trials, which were initially taken off calendar are beginning to get scheduled. Early on, private defenders were seeking release of clients. Now, only youth who pose a risk to the community or who commit 707B offenses are committed to the YSC. Overall, the number of arrests is down.

### b. **Behavioral Health & Recovery Services** (Hoppis)

There are currently 10 youth at the YSC and five youth at Camp Kemp. BHRS continues to provide telehealth services to youth in custody and community-based clients. BHRS is working to connect families to resources and services (i.e. food, housing, etc.). Covid-19 does not appear to be increasing anxiety among the kids at YSC. However, youth are frustrated that they cannot have in-person visits. Staff are screened and have their temperatures taken before they enter the living units. Staff and youth all have masks and access to hand sanitizer. They are currently working with 15 youth in the community. Youth are engaged and clinicians have reported success with telehealth and phone therapy.

### c. **County Office of Education:** No update provided as Jenee Littrell was unable to attend the meeting.

### d. **Probation** (Barrack)

Last week, when Commissioner Barrack spoke with Michele Kozul there were nine youth at the YSC. No staff or youth have been sick. The telephone and video conferencing are working well for family visits, professional visits and court hearings. Google Classroom is working fine as an alternative to in-person school. Michele has not heard of any specific stressors for the youth regarding Coronavirus. There are five girls at Camp Kemp. Two are from San Mateo County and three are from outside the county. One will be transferring out soon. No one is sick at Camp Kemp. Twenty-five percent of probation staff are onsite and the rest are telecommuting. Most of the contact with probation youth is through teleconferencing. The biggest issue is that youth cannot attend school or programs, which could extend their time on probation. Probation is working with the Court to find alternative programs that do not require youth to leave their home (i.e. volunteering for their family or virtual FLY classes). Probation has signed new StarVista contract, which allows them to recommend StarVista programs to families that have Coronavirus related needs, which would not have been covered under court orders. Probation is

creating a remobilization plan, which will be gradually rolled out when it is deemed safe.

**IV. JJDPC 2019 Annual Report (Gustafson)**

A copy of the 2019 Annual Report was included in the Agenda packet prior to this meeting. If anyone has any changes, please forward them to Commissioner Gustafson. The report highlights the JJDPC's recommendations to Board of Supervisors; following up on the fines and fees issues; and a general report on inspections, which focused on Title 15 changes. **The Commission voted to approve the 2019 Annual Report**, which will be forwarded to the Board of Supervisors.

**V. JJDPC Strategic Plan Report (Labouisse)**

A copy of the JJDPC Strategic Plan Report was included in the Agenda packet prior to this meeting. Commissioner Labouisse pointed out the resources and statistics available in the appendix on external research. The Report is a summary of the work that the planning committee completed over the past for months. The Report is a communication document, which provides the Commission a way to market itself to the community. It is a living document that we will revisit every year. Commissioner Labouisse suggested that we review the plan in November and December every year and adopt a revised plan the following January. **The Commission voted to approve the 2020 JJDPC Strategic Plan**, which will be forwarded to the community members, who were interviewed for the project.

**VI. Project Plan Review and Approvals**

One-page project plans were included in the Agenda packet prior to this meeting. The Commission reviewed and discussed the projects listed below. **The Commission voted to proceed with projects (a) through (e)** and to re-evaluate projects (f) and (g) at the June meeting after they have been rescoped. Commissioner Winter volunteered to assist with project (f). Commissioner Swope volunteered to be the education liaison for the projects.

- a. Recruit Youth Commissioners (Telleria, Wilson)  
*Note: Include foster care youth. Youth Law Institute & CASA are good resources.*
- b. Describe Existing Transition Programs (Labouisse, Telleria)  
*Note: Add CBO Friends for Youth as a resource. They provide mentors for youth.*
- c. Develop Truancy Strategy (Gibbs, Swope)  
*Note: Tara Ford would like to be involved.*
- d. Develop Marketing Strategy (Barrack, Gustafson)

- e. Communicate with Elected Officials (Bocanegra, Labouisse)  
*Note: Should coordinate with Marketing Strategy project. Identify existing commissioner relationships.*
- f. Describe Existing After School Programs (Flores, Nori)  
*Note: Add City Parks & Recreation as a resource.*
- g. Investigate the Digital Divide (Thadaney, Winter)  
*Note: Talk to superintendents at school districts.*

During the discussion of the 2020 projects, Michele Gustafson stated the need for a monthly legislative update. Possible resources to assist with this process include: [Connie Juarez-Diroll](#), who collects legislative updates for the BOS; Youth Law Institute and Tara Ford at Stanford.

## **VII. Current Project Reviews**

- a. **Youth Court** (Winter)  
Covid-19 has put this project on hold. When things start to return to normal, Commissioner Winter believes that money and resources will be funneled to existing projects, rather than new projects. San Mateo County is very interested in having one central program where a lot of resources would be available to those that need them. He has volunteered to put together a project summary on key players, progress, etc. for the June meeting.
- b. **Parent Guidebook** (Swope)  
Commissioner Swope gathered quotes and put together a budget for the Parent Guidebook, which was submitted to the Board of Supervisors. She originally went through the County's purchasing department, who sent her to their vendor, who did not produce an acceptable design. Commissioner Swope then asked the County of Education for a recommendation, whose work they committee likes. The Board of Supervisors will approve the budget at their June 2, 2020 meeting. Probation contacted Commissioner Swope last week, and told her that the County Counsel's office has mandated that Probation manage the fiscal aspects of completing the Parent Guidebook. However, they cannot move forward until after the June 2, Board meeting. We are still hoping to use the vendor provided by the County of Education.

## **VIII. Youth Commission Update**

Commissioner Nori reported that the Youth Commission has their last meeting on May 28, 2020, which is also their annual Showcase. This summer they would like to start planning their goals for the next school year, with a focus on how to deal with the fallout of the Coronavirus pandemic.

**IX. Announcements**

*None.*

Meeting adjourned 7:17 p.m.