

**PROBATION DEPARTMENT
COUNTY OF SAN MATEO**



**Michael Callagy, County Manager
Iliana Rodriguez, Deputy County Manager**

Members

John T Keene
Chief Probation Officer

Don Horsley
Board of Supervisors

Susan Etezadi
Superior Court

James Wade
District Attorney

Vacant
Behavioral Health
and Recovery Services

John Fong
Human Services Agency

Ron Rayes
Private Defender

Dan Mulholland
Chief, Redwood City
Police Department

Gregory Rothaus
Sheriff's Office

Jenee' Littrell
County Office of
Education

Rick Boitano
Jefferson Union
High School District

Susan Manheimer
Community at-large

Jane Smithson
Community at-large

Debora Telleria
Juvenile Justice and
Delinquency Prevention
Commission

**Community Based
Organization
Members:**

Stephanie Weisner
StarVista

Margaret Hitchcock
Y.M.C.A.

Kate Heister
Fresh Lifelines for Youth

Juvenile Justice Coordinating Council (JJCC) Meeting

July 30, 2020
2:00 p.m. - 4:00 pm
Virtual Zoom Meeting

MINUTES

Present Members:

John Keene
Don Horsley
James Wade
Ron Rayes
Dan Mulholland
Gregory Rothaus
Jenee' Littrell
Jane Smithson
Debora Telleria
Stephanie Weisner
Margaret Hitchcock
Kate Heister

Absent Members:

Susan Etezadi
John Fong
Rick Boitano
Susan Manheimer

Other Attendees:

Bonnie MacAskill, Probation; Darlene Hansen, Probation; Michelle Kozul, Probation; Monica Vargas, Probation; Noelle Vergara, Probation; Jessica Sanchez-Martinez, StarVista; Kim Carpenter, Applied Service Research; Toni Barrack, JJDCP

I. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

II. PUBLIC COMMENT

There was no public comment.

III. ROLL CALL

IV. UNFINISHED BUSINESS

A. Approval of May 28, 2020 Minutes

The Minutes from May 28, 2020 were approved.

M: Don Horsley/**S:** Ron Rayes

V. NEW BUSINESS

A. Resource Guide for Youth and their Families 2020

Kim Carpenter with Applied Service Research presented the newly developed Resource Guide for Youth and their Families. This guide has been designed in

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three (3) different formats and the on-line Tableau version is located on the San Mateo County Probation Website, which includes links to the other 2 formats; the Quick Reference Guide and the Full Report. The guide provides in-depth detail as to locations, individualized programs and services available, based on specific needs.

- An Excel spreadsheet of all the data has been provided to probation staff for internal use; with the outcome being the Full Report.
- Chief Keene stated he would like the guide to be more user friendly and accessible to those clients that are not tech savvy or do not have access to certain resources; the Probation Department will work closely with ASR and Kim Carpenter to make changes and updates as necessary.
- The Tableau on-line version and the Quick Reference Guide have Spanish Translations embedded.
- Chief Keene will ensure hard copies are distributed to Supervisor Horsley, Police Chiefs, School Resource Officers, Superintendents and throughout the community.

B. Budget Updates

Chief Keene reported that there are no budget updates at this time.

VI. ROUND TABLE

- A question came up regarding the reuse of our facility and how that will look if certain legislations are approved. Chief Keene shared that DJJ will be closing in January 2021. The goal as a department is to be part of this process if the legislative intent winds up being that probation is involved, as we do have the space and ability to work with this complex population. At this point, nothing has been finalized, but it is anticipated a decision will be made in mid-August-September. There will be more discussion on this topic in September.

VII. ADJOURNMENT

The meeting was adjourned at 3:02 p.m.