

**PROBATION DEPARTMENT
COUNTY OF SAN MATEO**



Juvenile Justice and Delinquency Prevention Commission
July 31, 2018
5:15pm – 7:15pm
455 County Center – Room 405
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 June 26, 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. Project Updates (5:25-5:35)

- a. Makers Lab and Vocational Training (Thadaney, Barrack, Flores)
- b. Group Homes (Swope, Ford, Hyder)
- c. Prop 64 (Gustafson, Casillas)
- d. Parent Guidebook (Wilson, Swope, Gustafson)
- e. User Test of Juvenile Justice System (Olesky, MacAvoy, Gustafson)
- f. Community Resources Project (Flores, Thadaney, Casillas)

IV. Private Defender Program Remarks and Discussion (Halpern) (5:35-5:40)

V. County Office of Education Welcome and Discussion (Littrell) (5:40-5:45)

VI. Court Remarks and Discussion (Judge Lee) (6:45-6:50)

- a. Liaison Report

VII. Presentation by San Mateo County Jobs for Youth (Gonzalez) (5:50-6:20)

- VIII. Youth Court Discussion (Winter, Thadeney, Oleksy, Alcantara, Littrell) (6:20-6:40)**
 - a. Stakeholders
 - b. Next Steps

- IX. Probation (Hori/Brasil) (6:40-6:45)**
 - 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. San Mateo Police Department Diversion Program kickoff
 - c. Liaison Report

- X. Consideration of Draft Inspection Reports (Barrack, Oleksy) (6:45-7:15)**
 - a. Receiving Home (Swope, Jasso)
 - b. Canyon Oaks facility + school (Barrack, Ford, Casillas, Wilson, Gustafson)
 - c. YSC facility (Thadaney, Barrack, Casillas)

- XI. Commissioner Comments/Announcements (7:15 – time permitting)**
 - a. Community Schools Advisory Committee (Gibbs)
 - b. Community Collaboration for Children’s Success Update (Wilson)
 - c. Immigrant Detention Centers (Gustafson)

- XII. Adjournment**

Next Meeting: Tuesday, August 28, 2018 5:15 – 7:15 p.m.
Location: 455 County Center, 4th Floor, Room 405, Redwood City

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.



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
June 26, 2018
5:15-7:15pm
455 County Center, 4th Floor, Room 405, Redwood City

MINUTES

Commissioners Present: Chair Michele Gustafson; Co-Vice Chair Rebecca Flores; Susan Swope; Melissa Wilson; Doug Winter; Christine Ford; Mary Oleksy

Commissioners Absent: Sonoo Thadaney; Nick Jasso; Daniel Casillas; Toni Barrack; Valerie Gibbs; Al Serrato

Staff Present: Assistant Chief Probation Officer Bonnie MacAskill; Deputy Chief Probation Officer Roy Brasil; Deputy Chief Probation Officer Rich Hori; Probation Administrative Secretary Tony Burchyns

Additional Attendees:

Clara MacAvoy – Prospective Commissioner	Debora Telleria – Prospective Commissioner
Bill Silverfarb – Supervisor David Canepa’s Office	Jan Ellard – Deputy County Counsel
Nafeesah Mustafa – San Mateo County Office of Education	Joey Gallo – Fresh Lifelines for Youth

I. Administrative Business:

- a. Call to Order: Co-Chair Gustafson called meeting to order at 5:15 p.m.
- b. Roll Call and Establish Quorum: A quorum was established at 5:25 pm.
- c. Introductions
- d. Agenda Review: **Approved** as modified – Items V & VII canceled
- e. Approval of Minutes: May 29, 2018: M:/Gustafson, S:/ Swope to approve with correction to Item VI.b. **Approved unanimously**
- f. Status of prospective commissioners: The appointments of Debora Telleria and Clara MacAvoy to the JJDPC are pending Superior Court and Board of Supervisors approval.

II. Oral Communications:

None

III. 2018 Inspection Update

JJDPC inspections have been conducted for the Redwood City Police Department, Camp Kemp, Camp Glenwood, Receiving Home, YSC (juvenile hall) and Canyon Oaks. The Burlingame Police Department and Your House South, a group home, are scheduled to be inspected in July.

The Commission reviewed the Redwood City Police Department draft inspection report.

Commissioner Winter noted there have only been two instances in which the RWC Police Department held minors in secured detention this year. The reason could be that the crime being investigated is a felony, the youth is a flight risk, or that there is no space available to hold the youth in the non-secure area of the police department. Winter noted RWC police do not use locked cells for youth. Instead, youth are detained in a small, unlocked investigation room within a secure area in the department. An officer is present nearby within the secure area. Winter further noted that youth in secured detention are not always given an orientation prior to being detained. Chair Gustafson recommended noting in the report that minors must be informed that they are being placed into secured detention, per Title 15. Commissioner Swope, however, stated she felt the report's recommendation that a standard orientation be given to all youth brought into custody informing them of the investigation process, how long they will be held and how they will be detained was sufficient.

M:/Swope, S:/Oleksy: Approve RWC police draft inspection report as written. **Approved: In Favor: 5. Opposed: 2**

IV. Report Outs

Juvenile Administrative Fees: Commissioner Swope reported that the Board of Supervisors adopted a resolution on June 19, 2018 authorizing the San Mateo County Office of Revenue Services to write-off accounts receivable balances for outstanding juvenile fees assessed prior to Jan. 1, 2018 and to end all collection activity related to such juvenile fees in connection with implementing the spirit of Senate Bill 190. According to the County, the total amount of the write-off is \$12.6 million, of which about \$4.8 million would have been collectable over 10-plus years. The action benefits 6,100 families with outstanding balances for juvenile detention fees.

Code for America "Clear My Record" Project: Chair Gustafson summarized Code for America's initiative to make it possible for government to automatically clear all eligible criminal records. She expressed interest in working with the Private Defender Program, District Attorney's Office and Probation Department to make it easier for juveniles to clear convictions eligible under Proposition 64. Probation Assistant Chief Bonnie MacAskill said the Department handles applications for juvenile record sealing. Deputy Chief Rich Hori said Probation Officers routinely counsel juveniles and parents about the process. Gustafson will follow up to learn more about the process.

Makers Lab: Chair Gustafson announced that Camp Kemp will pilot a "Makers Lab" this summer on Wednesdays from 1-3 p.m. The Makers Lab is a small class to teach young people STEM (science, technology, engineering and math) skills by teaching them how to build machines. Julian Cortella, a teacher at Castilleja School in Palo Alto, will teach the class.

List of Immigrant Detention Centers

Chair Gustafson reported that she's reached out to JJDPCs across the state asking if they'd be willing to assert their inspection right over immigration detention centers holding minors. Several other counties have responded saying they'd be willing to sign on to a general policy letter against the Trump Administration's family separation policy. She said her effort is to 1) find out if counties that have detention centers in them are willing to submit a formal request to those facilities to ask for inspection, and 2) if they are denied, raise the issue to boards of supervisors, congressional representatives and possibly consider legal action. She said she is

unaware of any detention centers in San Mateo County. The nearest known one is in Contra Costa County.

The Commission voted unanimously to formally request an inspection of any facility, nonprofit or otherwise, found to be detaining migrant children in San Mateo County – should any come to light.

The Commission voted unanimously to affirm its willingness to sign a statewide letter – provided the wording is correct – denouncing the family separation policy and asserting JJDPIC oversight authority over local facilities that detain migrant children.

V. Private Defender Program Update

No report.

VI. San Mateo County Office of Education (Mustafa)

Nafeesah Mustafa, Assistant Principal of the Court Schools program, gave an update on the juvenile hall's CARE class. The CARE class was developed this past academic year as a replacement for the Directed Studies program to allow students who may have previously received individualized instruction on-unit to receive instruction in a classroom setting in the school department rather than on their housing units. During the 2017-18 school year, about 40 students participated in the program, usually four to eight at a time. Teachers rotated through the class by period. Students could be placed into the CARE class at the request of the Probation Department based on safety and security issues. Educators are working with Probation to create steps for reintegrating students into regular classes based on positive behavior. The CARE class also offers special education and credit recovery resources for students who need them.

VII. Court Remarks and Discussion

No report.

VIII. Probation (Brasil & Hori)

The Juvenile Hall population is currently 47 (41 boys, 6 girls).
Camp Kemp has 5 girls in custody and 7 in the Girls Empowerment Program.
Camp Glenwood has 15 boys in custody.

In addition, there are 12 San Mateo County probation youth placed in group homes. Nine are placed out-of-county and 3 out-of-state.

Update on Phone Call Policy

Deputy Chief Brasil said the juvenile hall is working on expanding its phone privileges for youth. The new policy is being developed, but could be implemented in August.

Staffing Update:

Deputy Chief Brasil said the Probation Department has hired four permanent group supervisors and one extra-help (part-time) group supervisor in recent weeks. Six more conditional offers for extra-help staff are in the pipeline. The new staff members will help alleviate a shortage of group supervisors at the juvenile hall.

YSC Carnival

Brasil announced the juvenile hall will hold a carnival for the youth from 9 a.m. to noon on Saturday, June 30. JJDPC members are invited to attend. The event is organized by group supervisors with input from the youth, and is part of an ongoing series of organized youth activities aimed at promoting positive behavior at the juvenile hall and camps.

Deputy Chief Rich Hori discussed the success of multi-family group meetings for parents of youth sentenced to Camp Glenwood. The group meetings provide an opportunity for parents of incarcerated youth to bond with each other and learn about community resources.

IX. Projects for 2018: Updates and Restaffing

The Commission confirmed the following members are working on the following projects:

- Youth Court (Thadaney, Oleksy, Winter)
- Group Homes (Swope, Ford, Telleria)
- Prop 64 (Gustafson, Jasso, Casillas)
- Vocational Training (Thadaney, Barrack, Flores)
- Parent Guidebook (Wilson, Swope, Gustafson)
- User Test of Juvenile Justice System (Oleksy, Gustafson, MacAvoy)
- Community Resources Project (Flores, Thadaney, Casillas)

Youth Court Update: Commissioner Winter announced he attended the California Youth Court Summit held June 21-23 where he gained contacts and resources. He and Commissioner Oleksy plan to meet soon with the Marin YMCA which runs Marin County's youth court.

X. Liaison/Study Group Reports

No Reports this month.

XI. Committees/Liaisons – Discussion of New Roles & Responsibilities

Chair Gustafson talked about developing definitions for the various commission roles and subcommittees. Prospective commissioner Clara MacAvoy agreed to spearhead a bylaws review process.

The Commission approved Commissioner Swope serving as a liaison to the San Mateo County Child Abuse Prevention Council.

XII. Commissioner Comments/Announcements

Community Collaboration for Children's Success: Next Meeting Friday, June 29, 1-4pm.

Legislative Updates: No report.

Commissioner Swope announced she will be attending a transitional youth summit from 8 a.m. to 4 p.m. on Friday.

Meeting adjourned 7:08 p.m.