

Hon. Susan Etezadi
Presiding Juvenile
Court Judge, Superior
Court

Sup. David Canepa
Board of Supervisors,
District 5

Judith Holiber
Deputy County Counsel

Commissioners

Monroe Labouisse
Chair

Wesley Liu
Co-Vice Chair,
Administration

Ameya Nori
Co-Vice Chair,
Administration

Karin Huber-Levy
Vice Chair, Membership

Paul Bocanegra

Allen Bustos

Sathvik Nori

Johanna Rasmussen

Susan Swope

Appollonia Uhila

Melissa Wilson



Juvenile Justice Commission
and
Delinquency Prevention Commission

February 28, 2023
5:15pm

Location and Public participation instructions attached

Joint Meeting: Juvenile Justice and Delinquency Prevention Commissions

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.

I. Preliminary Business

- a. Call to Order
- b. Roll Call and Establish Quorum
- c. Agenda Review and Approval
- d. Approval of Minutes from January 2023 Meeting

II. Oral Communications

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. Updates from System Partners

- a. Private Defender (Rayes)
- b. Probation (Stauffer, Clark)

IV. Consideration of New Commission Projects

- a. Educational Skills Attainment in Detention (Wilson)
- b. Food and Lodging in Detention (Labouisse)
- c. Understand Transitioning of Detained Youth (Wilson)
- d. Restorative Practices in Schools (Nori)
- e. Secure Spanish Translation for Meetings (Rasmussen)
- f. District Committees (Labouisse)

V. Previous Business / Updates

- a. Clarification on Wards and Dependents (Labouisse)
- b. Mental Health Commission (Rasmussen, Bocanegra)
- c. Advocacy with SamTrans (Huber-Levy, et al)

- d. Peer Point (FLY)
- e. Membership (Huber-Levy)
- f. Poetry Out Loud Event (Rasmussen, Bocanegra, Nori)

VI. New Business / Announcements

- a. Social Justice Class, Mills High (Bocanegra, Rasmussen)
- b. Presentation to League of Women Voters (Swope, Wilson)

VII. Adjournment of Joint Meeting

VIII. Convene Juvenile Justice Commission

Commissioners only and In-Person only

JJDPC Meeting, February 28, 2023 Public Participation Instructions

In 2023, the Juvenile Justice and Delinquency Commission's meetings have returned to being held in person, but will also continue to be accessible to the public by videoconference.

Join In Person

Location:

The College of San Mateo
1700 W. Hillsdale Boulevard, San Mateo, CA 94402
College Heights Conference Room
Building 10, 4th Floor, Room 468
[Campus map](#)

Free parking is available in front of and across the street from the entrance to Building 10.

Join Zoom Meeting

<https://us02web.zoom.us/j/84609128313?pwd=N0V2S0d3YnF0UnpJT0UvRjNkUGhtdz09>

In order to identify themselves, we prefer that participants use a device with video and activate the camera vs. calling in only on audio. However, you may call in via phone only. See instructions below.

One tap mobile +16699006833,,84609128313#,,,,*303327#

Dial-in +1 669 900 6833
Meeting ID: 846 0912 8313
Passcode: 303327

**Next Meeting: Tuesday, March 28, 2023, 5:15 p.m.
In Person Location: Same as above**

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 ADRIANA CASTANEDA AT (650) 312-8876 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 Commission, please send an email to sanmateojdpc@gmail.com before the meeting. If you have anything that you wish distributed to the Commission and included in the official record, please attach it to the email.



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

January 31, 2023 | 5:15-7:15 pm
College of San Mateo College Heights Conf. Room and Zoom
MINUTES

Commissioners Present: Monroe Labouisse, Chair; Wesley Liu, Co-Vice Chair Administration; Ameya Nori, Co-Vice Chair Administration (joined 5:57 pm); Karin Huber-Levy, Vice Chair Membership; Paul Bocanegra; Allen Bustos; Johanna Rasmussen; Susan Swope; Melissa Wilson

Commissioners Absent: Sathvik Nori; Appollonia “Dee” Uhila

Partners and Stakeholders Present:

Judge Chinhayi Cadet-Juvenile Court	Aurora Pena-Behavioral Health and Recovery Services
Kate Hiester, FLY	
Judge Susan Etezadi-Juvenile Court	Ligia Andrade Zuniga-SMUHSD Trustee
Ashley Dwarshuis – Art of Yoga Project	Liaison, SMC Commission on Disabilities
Jehan Clark-Probation	Ron Reyes, Private Defender
Melanie Stauffer-Probation	Judith Holiber-SMC Deputy County Counsel
Rod Hsiao, CEO of InPlay	Juda Tolmasoff-SMC Boards & Commissions
Jennifer Martinez-Faith in Action Bay Area	Program Services Manager
Chris Woo-Skyline College, Project Change	Shelly Johnson, Court & Community Schools
Kris Shouse, County Office of Education	LaRay Hilt, CASA

Community Members: Becca Kieler, Whitney Genevero, Clara Jaeckel, Dana Johnson, Ali Picos, Evan Rodriguez, Araiana Zavala

- I. Administrative Business
 - a. **Call to Order: Chair Labouisse called the meeting to order at 5:17 p.m.**
 - b. **Roll Call and Establish Quorum: A quorum was established at 5:18 p.m.**
 - c. **Action to Set Agenda for January 31, 2023: no changes to the attached agenda.**

MOTION: Swope /SECOND: Huber-Levy

AYES (VOICE VOTE): All present



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

NOES: none ABSTAIN: none

MOTION PASSED.

- d. Action for Approval of December 13, 2022 Minutes:** Chair Labouisse invited a motion to adopt the December 13, 2022 minutes as circulated. Corrections noted.

MOTION: Swope /SECOND: Liu

AYES (VOICE VOTE): All present

NOES: none ABSTAIN: none

MOTION PASSED.

- e. Commissioners Bustos and Rasmussen reappointed and sworn in by Judge Susan Etezadi**

II. Oral Communications (Public Comment):

- a. Becca Kieler from the community asked if: (1) Chair Labouisse would be interested in meeting with DA Wagstaffe regarding the unanimously passed JJDP resolution to end transfers of juveniles to adult court, which she stated DA Wagstaffe is not abiding by; (2) What is the best way to implement the YSC report? Ms. Kieler offered community support on both points.
- b. Ligia Andrade Zuniga announced that the Commission on Disabilities, school districts, and other community-based organizations are having their annual Transition to Independence Fair the coming Saturday (Feb. 4) at El Camino High School. This event provides resources, information, and workshops for disabled youth to transition to adulthood.

The Behavioral Health and Recovery Services, Youth Committee is hosting a community conversation on Wednesday Feb. 15, from 4-5 p.m. about mental health.

North Peninsula ACLU recruitment is ongoing.

III. Updates from System Partners:



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

a. Private Defender (Rayes)

- i.** Dec. 6 to Jan. 31, 79 appointed assignments (602 cases).
- ii.** Of the 79, 13 were alleged 707(b) offenses.
- iii.** 10 were sealing petitions.
- iv.** 83 calls on the Miranda Hotline

b. Probation (Stauffer, Clark)

- i.** Diversion and Intake-
 - 1.** 185 cases total
 - a.** 123 in supervision (formal and informal)
 - 2.** 308 cases in December
 - a.** 34 New Cases
 - i.** 10 Assessment
 - ii.** 22 Mandatory
 - iii.** 2 Petty theft program
 - 3.** Zero youth on contract (90-day and 6-month diversion contracts)
 - 4.** Top 5 Offenses- Assault with a deadly weapon; First Degree Burglary; Lude acts with a minor child; Conspiracy; Battery
- ii.** Placement-
 - 1.** Zero youth in placement
 - 2.** 2 youth receiving non-minor dependent extended foster care
 - 3.** 5 youth with gang orders
- iii.** Racial and gender breakdown-



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

1. 64% Latino, 12% Black, 10% White, 7% Other race or ethnicity, 6% Native Hawaiian or Pacific Islander, 2% Asian
2. 248 male youth, 59 female youth, 1 transgender youth
- iv. 19 youth on EMP, 22 youth in custody (20 males, 2 females), 3 girls at Camp (2 are from Sonoma County), no girls in Girls Empowerment Program

IV. 2023 Annual Meeting

a. Consideration and Adoption of Operating Policies

- i. Page 4(g) 3rd paragraph, Commissioner Rasmussen proposed the removal of the language of “as needed”

1. M: Rasmussen/ S: Bocanegra

All in favor, no noes or abstentions

- ii. Commissioner Rasmussen proposed removing the “oversight of JJDPC website” from the Marketing and Communications Coordinator position to the Vice Chairs

1. M: Rasmussen/ S: Wilson

All in favor, no noes or abstentions

MOTION to adopt Operating Policies as amended:

MOTION: Swope /SECOND: Huber-Levy

AYES (VOICE VOTE): All present

NOES: none ABSTAIN: none

MOTION PASSED.

- b. Discussion on operating as separate commissions of the Delinquency Prevention Commission and Juvenile Justice Commission

MOTION (Attached in agenda): Wilson /SECOND: Bocanegra



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

AYES (VOICE VOTE): None

NOES: All present ABSTAIN: Wilson

MOTION FAILS.

Motion to meet together as Juvenile Justice and Delinquency Prevention Commissions, but also to start holding non-public Juvenile Justice Commission meetings to discuss juvenile justice matters as needed.

MOTION: Labouisse/ SECOND: Liu

AYES (VOICE VOTE): All present

NOES: none ABSTAIN: none

MOTION PASSED.

- c. Approval of 2022 Annual Report with no edits

MOTION: Wilson /S: A. Nori

AYES (VOICE VOTE): All present

NOES: none ABSTAIN: none

MOTION PASSED.

- d. Consideration of Visions and Projects for 2023

i. Discussion from Commissioners

ii. Public Comment:

1. Meg Hale (Prospective Commissioners, CASA from San Francisco)- suggested that CASA might be a method to help youth with a supportive adult
2. Kate Hiester (Fresh Lifelines for Youth): Mental Health and substance abuse services should be culturally responsive and promoting harm



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

reduction instead of abstinence. Additionally, it is important to be mindful of ‘push’ and ‘pull’ into the system.

iii. Commissioners should submit project ideas and proposals to discuss for February

V. **Previous Business/Updates: Skipped, to be revisited**

VI. **New Business/Announcements:**

- a. InPlay Endorsement-Rod Hsia, CEO of InPlay, spoke for the JJDPDC to endorse his webapp, *InPlay* (see attachment in agenda packet for further description)

M: Rasmussen/ S: Swope

AYES (VOICE VOTE): All present

NOES: none ABSTAIN: Liu

MOTION PASSED.

- b. Over \$1000+ hygiene products, books, and magazines collected by Commissioners Rasmussen and Bocanegra
- i. Optimist Club of San Carlos donated majority of items

Meeting adjourned at 7:15 p.m.

Next Meeting: Tuesday, February 28, 2022

Project Plan: Educational Skills Attainment

February 14, 2023

Co-Leads:

Commissioners: Melissa Wilson and tbd

Short Description and Goals

The project will document student skill levels and progress in skills acquisition over time as demonstrated on the Measures of Academic Progress (MAP) test. Court school provides an ideal opportunity for learning due to consistent school attendance, small classroom sizes, skilled teachers and staff, and clear goals, such as credit accrual. Further, youth often develop a practice of reading while in detention which also supports academic skill acquisition. It is critical for the JJC to understand the rate of progress students make academically while in detention and provide a summary analysis to community stakeholders, such as the County Board of Education and the Board of Supervisors.

Deliverables and Project End Date

The Commission will write an executive summary of findings made available to stakeholders by April 1, 2023 and inform the inspection report.

Note: Data collection will be as broad as possible - it may cover multiple years - and the summary will exclude youth names, dates of entry, and dates of testing. While data will be collected for Camp Kemp youth, it is likely that the executive summary will limit discussion to one sentence and not include data. Redacted data collected for Hillcrest youth will be included in the summary.

Steps Required

1. Coordinate data request with the COE and County Counsel
2. Provide spreadsheet template and questionnaire for teachers to Shelly Johnson
3. Analyze data
4. Publish executive summary

Partners

- County Counsel
- SMCOE

Resources

- California Schools Accountability Report Card, including CAASPP and ELPAC test results (<https://caaspp-elpac.ets.org/caaspp/DashViewReportSB?ps=true&lstTestYear=2022&lstTestType=B&lstCounty=41&lstDistrict=10413-000&lstSchool=4130076&lstGroup=1&lstSubGroup=1&lstSchoolType=A&lstGrade=13&Keyword=hillcrest&ct=7&cds=41104134130076>)

JJDPC Project Plan - Juvenile Hall Food & Lodging

Feb 20, 2023

Co-Leads: *Monroe Labouisse, Melissa Wilson*

Short Description and Goals

One of the top complaints from youth for several years in the JJDPC's annual inspections of Camp Kemp and Juvenile Hall has been the quality of the food. For at least two years, the Commission has also been critical in its inspection reports of the sleeping conditions in Juvenile Hall, and of the fact that youth at Camp Kemp are required to sleep at Juvenile Hall each night because there is not enough staffing to supervise youth overnight at Camp Kemp.

This project proposes to find and implement solutions to the food and lodging conditions at Camp Kemp and Juvenile Hall by investigating the underlying reasons and working with Probation, and the Board of Supervisors if necessary, to address the issues. The working assumption is that the institutions' budget is the critical underlying issue, for example for not adding more staff at Camp Kemp for overnight supervision, or for not preparing food on site at Juvenile Hall, and so a detailed examination of Probation's budget for these two institutions will be required.

Deliverables and Project End Date

The ultimate end deliverables of the project are hoped to be 1) a new contract for food services at these two institutions, replacing the current food service with service that is enthusiastically received by the youth at Camp Kemp and Juvenile Hall, 2) increased staffing at Camp Kemp to enable overnight supervision of youth sleeping at Camp Kemp, and 3) improvements if necessary to the bedding and furniture in the cells at Juvenile Hall (although much progress has already been made for #3 so it's unclear what more will be needed).

The goal will be to see the necessary changes being made by the end of 2023.

Steps Required

- Present the findings of the 2022 inspections to the Board of Supervisors (March or April)*
- Gain access to and understand the terms of and motivation behind the food services contract with The Sheriff's Office (March or April)*
- Gain access to and understand the details of the Camp Kemp and Juvenile Hall budgets (April or May)*
- Make a new recommendation for food and lodging to the Board of Supervisors (June or July)*
- Secure budget for new food service at both institutions and new staffing at Camp Kemp (August or September)*

Expected Milestones

- Preview for the Commission the presentation on inspections to Board of Supervisors*
- Update the Commission on investigation*
- Preview for the Commission the recommendation for new food and lodging services*
- Update the Commission on negotiations / discussions for new services and staffing*

Partners

Probation

Correctional Health Services

The Sheriff's Office

The Board of Supervisors

Project Plan: To Understand the Transitioning of Detained Youth

February 20, 2023

Co-Leads: Melissa Wilson, Allen Bustos, Wesley Liu

Short Description and Goals

Title 15, Section 1531 requires re-entry/planning for all youth. This project will document current practices by reviewing transition plans for youth who will be leaving the facility. Ideally, the team would be invited to attend a MDT meeting, as well. Commissioners will do a paper review of the transition plans for one youth with IEP classification, one youth who has been at the facility for between two to 6 months, and one youth who has been at the facility for more than 6 months. Commissioners will also read these youths' court files, institutional case plan and educational file to have context for the youth's rehabilitative experience within the facility and needs at transition.

A future extension of the project would be to follow the progress of these (or other) youth back into the community.

Deliverables and Project End Date

The project will produce an executive summary of findings that maintains youth confidentiality in August.

Steps Required

1. Coordinate access to information with County Counsel.
2. Coordinate access to files to be reviewed on-site
3. Request Probation transition policies and procedures
4. Clarify any questions about transitioning

Expected Milestones

Executive summary of findings to be made public. A more detailed confidential summary may be shared among Commissioners.

Partners

- County Counsel
- Probation

Resources

- <https://ojjdp.ojp.gov/programs/juvenile-reentry>
- <https://ojjdp.ojp.gov/library/publications/reentry-starts-here-guide>
- <https://www.samhsa.gov/criminal-juvenile-justice/sim-overview/intercept-4>
- Back on Track: Supporting Youth Reentr from Out-of-Home Placement to the Community by the Youth Reentry Task Force of the Juvenile Justice and Delinquency Prevention Coalition

Relevant Laws Regarding Access of Juvenile Justice Commissions to Confidential Records

- WIC 229.5 (b); WIC 831 a(1)(O) and (6)(b)(1); WIC 10850(c) and WIC202.5; and definition of records 2022 California Rules of Court Rule 5.552

Project Plan: Preventative and Restorative School Attendance and Disciplinary Approaches

February 20, 2023

(Co-)Leads:

Commissioner(s): Ameya Nori, Allen Bustos, Susan Swope

Volunteers: David Pollack

Short Description and Goals

The project will explore the current state of preventive and restorative initiatives among County high schools and middle schools.

This will act as a foundation for ongoing work with community stakeholders to address inequitable school disciplinary practices to further disrupt the school-to-prison pipeline in San Mateo County. It will include:

- The status of restorative practices applied to school attendance and discipline
- Examples of trauma-informed interventions as alternative to student suspensions
- Restorative program best practices based on a review of research

Commission Objective Alignment

- “Advocate for New/More Diversion Programs”
- “School Attendance: Investigation and Overall Recommendations”

Project End Date

1 year from start

Deliverables

Written report and presentation/conference with school districts and community stakeholders. We will provide updates to the Commission on a regular basis.

Methodology

1. Identify districts and schools through conversations with stakeholders and [EdData statistics on delinquency and suspensions](#)
2. Set up and conduct interviews
3. Write report
4. Share with community stakeholders

Interviewees

- Superintendents of identified school districts and school assistant vice principals, as appropriate. SMCOE.
 - Districts which include high schools (3 union (9-12) and 2 unified (K-12))
 - Elementary school districts which have diversion programs articulated in their Local Control and Accountability Plan (LCAP)
- Community partners involved in restorative justice programs including [FLY](#), [Community Matters](#), [Silicon Valley De-Bug](#)

Sample Interview Questions

(depending on role of interviewee and initiative status)

- Goals for lowering suspensions for the district/school as indicated in the district’s LCAP
- Goals in LCAP on the use of restorative practices and diversion towards delinquency prevention

- Extent to which district/school currently engages in diversion programs. How did the program(s) come into being?
- To the extent the district/school currently has or plans to have a concrete initiative in place:
 - Definition of breadth of services and service-delivery partners
 - Who qualifies for an alternative to suspension programs? Types of offenses? Number of offenses?
 - How is success/effectiveness measured?
 - Tracking district/school success (e.g. How many students participate compared to how many students are suspended?)
 - How much labor is required to administer? Costs?
 - Funding
 - External constraints (e.g. funding, community stakeholder buy in, Ed Code)
 - The role of internal stakeholders in restorative practices? Teacher and staff training, family involvement. How do you measure buy-in and effectiveness?
 - The role of on-campus security in restorative practices, relationship to area law enforcement (SRO or otherwise)
 - The role of community stakeholders if any (e.g., SMCOE, law enforcement, Behavioral Health)



**Juvenile Justice and Delinquency Prevention Commission
222 Paul Scannell Drive, San Mateo, CA 94402**

**2023 Project Proposal
Secure Ongoing Spanish Translation Services for Monthly
Juvenile Justice & Delinquency Prevention Commission Meetings**

Proposed By: Commissioner Rasmussen

Objective: To increase equity, accessibility, inclusion, and participation at monthly commission meetings for San Mateo County's system impacted youth and families and residents who primarily speak Spanish.

Population Served: System Impacted Youth and Families, Spanish Speaking Residents of San Mateo County

Level of Need: Critical

Data Used to Determine Need: The data provided by the San Mateo County Probation Department during the 2022 Inspections cycle, showed that 99% of our incarcerated youth are youth of color. 74% of these youth are Hispanic. Approximately 90% of these youth have a parent(s) who only speak Spanish.

Scope of Work: The Project Team would work with Probation, the County Executive's Office, and the Board of Supervisors to identify and secure ongoing translation services at monthly Juvenile Justice & Delinquency Prevention Commission meetings. The project team will also explore options what options are available to translate the Commission's written materials i.e., annual inspections, annual/project reports, meeting minutes,

Related Aspirations:

- Aspiration 1: The voices of communities most likely to be affected by the juvenile justice system, and the organizations that serve them, are heard regularly by the San Mateo County Board of Supervisors and other appointed and elected officials in the County.
- Aspiration 3: All youth who come in contact with the juvenile justice system in San Mateo County are provided, from the time they enter the juvenile justice system, with the support they and their families need to thrive and succeed when they transition from the juvenile justice system.

Length of Project: 3 Months Probable Start: March 1, 2023 Probable Completion: June 1, 2023

Project Lead: Commissioner Rasmussen

Total Number of Commissioners Needed: 2