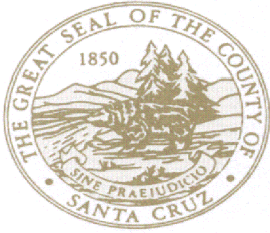


County of Santa Cruz



JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION MINUTES

Thursday, October 12, 2023
6:00 p.m. – 7:30 p.m.
Regular Meeting

Probation Offices
303 Water St, 2nd Floor
Santa Cruz, CA 95060

I. CALL TO ORDER/ROLL CALL: Meeting called to order at 6:01 p.m.

Present: David Brody, Beverly Brook, Cynthia Druley, Elias Gonzales, Deutron Kebebew, Reyna Ruiz, Jasmine Najera (arrived at 6:05 p.m.), Ben Rice (arrived at 6:08 p.m.)

Excused: Elaine Johnson, Kieran Kelly, Maria Rodriguez

Ex Officio: Judge Jerry Vinluan

Staff: Gerardo Leon Garcia

Probation: Sara Ryan

II. CONSENT AGENDA:
Approval of Agenda
Approval of Minutes from September 14, 2023

Commissioner Brody moved to approve the Agenda and the September 14 Minutes with corrections; Commissioner Kebebew seconded.

Chair Druley noted that Division Director Sara Ryan's name was misspelled in the Minutes. Vice-Chair Brook noted that Sub-Committee members need to be updated on the agendas.

Motion Passed

Aye: Brody, Brook, Gonzales, Kebebew, Najera, Rice, Ruiz

No: None

Abstention: Druley

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Por favor haga arreglos anticipadamente por teléfono al número (831) 454-3105.

Juvenile Justice Delinquency Prevention Commission Minutes

October 12, 2023

Page 2

III. PUBLIC COMMUNICATIONS: None

IV. ANNOUNCEMENTS (Including items via email on file):

Commissioner Kebebew shared that Trunk or Treat will be held on October 27th at the Sheriff's Office Headquarters (5200 Soquel Ave, Santa Cruz, 95062) and the Santa Cruz County Fairgrounds (2601 E. Lake Ave, Watsonville, 95076).

Vice-Chair Brook attended the Queer Youth Summit at Watsonville High School where over 300 students and community members were in attendance. Three counties were represented at the event and resources and workshops were available in Spanish with English translation.

Commissioner Najera shared that Pajaro Valley Prevention and Student Assistance (PVPSA) and other organizations are holding trainings on the 41 Developmental Assets. Commissioner Kebebew shared that the next training will be on October 24th from 10:00 a.m. – 12:00 p.m. at the Parks and Community Services Conference Room (231 Union St, Watsonville, 95076).

V. MONTHLY STATISTICAL INFORMATION FROM PROBATION/JUVENILE HALL (ATTACHMENTS Accept and File):

1. Grievances & Incidents reports

Division Director Sara Ryan shared that Juvenile Hall had two inspections last week – The Board of State and Community Corrections (BSCC) Title 15 Inspection and the annual JJDPJ Juvenile Hall Inspection.

There are 11 young persons in custody – 10 male, 1 female. One grievance last month and no altercations. Within the last year, only one use of restraints was used at the Juvenile Hall.

Two incidents of room confinements in September. One 45-minute confinement for one young person “mad dogging” another young person and a 55-minute confinement for a young person making threats.

2. SB823 and Secure Youth Treatment facilities and programming for youth

Vice-Chair Brook will begin to meet virtually with the 4 young people at Sonoma and encourage the SB823 Sub-Committee to virtually meet with them as well.

VI. ACTION ITEMS:

1. Approval of Draft Bylaws (Redlined and “clean” versions attached)

Commissioner Kebebew moved to approve the Draft Bylaws; Commissioner Brody seconded.

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Juvenile Justice Delinquency Prevention Commission Minutes

October 12, 2023

Page 3

Motion Passed

Aye: Brody, Brook, Druley, Gonzales, Kebebew, Najera, Rice, Ruiz

No: None

Abstention: None

VII. INFORMATION ITEMS:

1. Admin support update – Probation staff will take the action minutes and the County can help with reserving meeting rooms. The County Administrator's Office found the JJDC to be adequately staffed.

Commissioners want to survey other Commissions regarding their level of administrative support, and they will track their time spent working on Commission-related duties to better ask for support.

2. Need for New Commissioners – Commissioners will brainstorm how to bring in new commissioners and how to retain them, especially the At Large Youth Commissioners. Commissioner Rice will submit his resignation effective at the end of the year.
3. Juvenile Hall Inspection Update – The inspection and interviews with young people went well. The Commissioners acknowledged the great work between JJDC and Division Director Ryan/Juvenile Hall to make the inspection possible/successful.

VIII. SUB-COMMITTEE UPDATES:

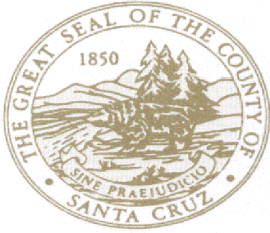
1. Steering/Outreach: (ATTACHMENT)
2. Juvenile Hall Inspection: (See Section VII, INFORMATION ITEMS #3)
3. SB190/SB823: (ATTACHMENT)
4. Delinquency Prevention: (No update)
5. By-Laws: (See Section VI, ACTION ITEMS #1)

IX. ADJOURNMENT: Meeting adjourned at 7:45 p.m.

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Por favor haga arreglos anticipadamente por teléfono al número (831) 454-3105.

County of Santa Cruz



JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION AGENDA

Thursday, October 12, 2023
6:00 p.m. – 7:30 p.m.
Regular Meeting

Probation Offices
303 Water St, 2nd Floor
Santa Cruz, CA 95060

For questions regarding the meeting process, please contact Gerardo Leon, staff for the JJDCP, at 831-454-3105 or PRB1150@santacruzcounty.us

- I. CALL TO ORDER/ROLL CALL:
- II. CONSENT AGENDA:
Approval of Agenda
Approval of Minutes from September 14, 2023
- III. PUBLIC COMMUNICATIONS: Any member of the public will be allowed a maximum of 3 minutes each to address the Commission on any item listed on today's Agenda and/or any other topic within the scope of the responsibility of the Commission. If the issue or matter is not listed on today's agenda, Commissioners will not take actions or respond immediately to any public comment, but may follow up later, either individually or at a subsequent meeting.
- IV. ANNOUNCEMENTS (Including items via email on file):
- V. MONTHLY STATISTICAL INFORMATION FROM PROBATION/JUVENILE HALL (ATTACHMENTS Accept and File):
 1. Grievances & Incidents reports
 2. SB823 and Secure Youth Treatment facilities and programming for youth
- VI. ACTION ITEMS:
 1. Approval of Draft Bylaws (Relined and "clean" versions attached)
- VII. INFORMATION ITEMS:
 1. Admin support update
 2. Need for New Commissioners
 3. Juvenile Hall Inspection Update

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Juvenile Justice Delinquency Prevention Commission Agenda

October 12, 2023

Page 2

VIII. SUB-COMMITTEE UPDATES:

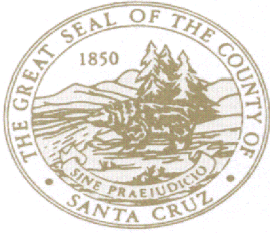
1. Steering/Outreach: Kelly – Chair, Brook, Druley, Brody, Rice (ATTACHMENT)
2. Juvenile Hall Inspection: Druley – Chair, Kebebew, Kelly, Rice
3. SB190/SB823: Brook – Chair, Gonzales, Romero (former Commissioner) (ATTACHMENT)
4. Delinquency Prevention: Kebebew – Chair, Brody
5. By-Laws: Rice – Chair, Druley, Kebebew, Brody

IX. ADJOURNMENT:

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County of Santa Cruz



JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION Minutes

Thursday, September 14, 2023
6:00 p.m. – 7:30 p.m.
Regular Meeting

PVPSA Offices
411 E. Lake Avenue
Watsonville, CA 95076

I. CALL TO ORDER/ROLL CALL: Meeting called to order at 6:02 p.m.

Present: David Brody, Beverly Brook, Elias Gonzales, Deutron Kebebew, Kieran Kelly,
Jasmine Najera, Reyna Ruiz, Ben Rice,

Absent: Ray Diaz, Cynthia Druley, Elaine Johnson, Maria Rodriguez

Ex Officio: Judge Jerry Vinluan

Probation Staff: Gerardo Leon Garcia

Probation Representatives: Sarah Ryan

II. CONSENT AGENDA:
Approval of Agenda
Approval of Minutes from August 10, 2023

Moved: Kebebew; Second: Rice

Motion Passed

Aye: Brody, Brook, Gonzalez, Kebebew, Kelly, Ruiz, Rice

No: None

Abstention: Najera

III. PUBLIC COMMUNICATIONS: Any member of the public will be allowed a maximum of 3 minutes each to address the Commission on any item listed on today's Agenda and/or any other topic within the scope of the responsibility of the Commission. If the issue or matter is not listed on today's agenda, Commissioners will not take actions or respond immediately to any public comment, but may follow up later, either individually or at a subsequent meeting.

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Juvenile Justice Delinquency Prevention Commission Minutes

September 14, 2023

Page 2

III. ANNOUNCEMENTS (Including items via email on file):

Rice announced that a journalist at Good Times is working on a story about the Commission. Brook suggested inviting them to future commission meeting.

Najera discussed the South County Triage group meetings that are held virtually and the role of the group. Invited Commissioners to suggest future topics.

Brook talked about the new inspector general overseeing the Sherriff's Office and suggested that he participate in a future South County Triage meeting.

Kebebew reported that he participated in an asset builders community group trip on a catamaran. He talked about the goal to keep the community going and doing self-care together. Suggested that the Commission could participate in future trips that include community members.

Brook reported on the upcoming safe school summit event for LGBTQ+ students and parents.

Najera talked about a local group that is organizing local parents interested in restricting LGBTQ+ rights. Commissioner Najera said that she would forward the organizing email to the Commission via staff. According to Commissioner Najera the group is intentionally targeting South County residents and Latinos. Discussion ensued about the group and its organizing work in South County and the importance of supporting our LGBTQ+ community.

V. MONTHLY STATISTICAL INFORMATION FROM PROBATION/JUVENILE HALL (ATTACHMENTS Accept and File):

1. Grievances & Incidents reports
2. Data and Trends on low level charges

Division Director Ryan reviewed the JH data blast included in the meeting packet. She reported that there was 1 grievance last month related to a youth and a personal memorial of that was taken down from the unit and put up in their personal area. No altercations were reported. Division Director Ryan went on to report that it had been a challenging few weeks with youth in the facility due to violence that has occurred in the community. She also reported that the local health officer toured the facility, that there were 2 room confinements in the prior month and that a new nurse has been hired and JH is now fully staffed with 3 nurses as well as a new bi-lingual doctor on the JH assignment. Lastly she reported that she is now preparing for 2 inspections in the first week of October.

Discussion ensued about the JH inspection process and Commissioner Rice noted that the inspection sub-committee has lost 3 people who were originally going to participate on the inspection team and the present challenge of completing the inspection given the loss of inspection team members. Discussion continued between Commissioners and Division Director Ryan on how to appropriately complete the inspection in timely manner.

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Juvenile Justice Delinquency Prevention Commission Minutes

September 14, 2023

Page 3

VI. ACTION ITEMS:

1. Board retreat date change

Moved: Kebebew; Second: Ruiz

Motion Passed

Aye: All

No: None

Abstention: None

Commissioners discussed moving the Commission's retreat from October to the new year and how to make the retreat meaningful and support both relationship development between Commissioners and goal setting for the Commission in 2024.

2. Participation in Children's Network

Group agreed to have an appointee from the commission.

Moved: Ruiz; Second: Kebebew

Motion Passed

Aye: Brody, Gonzalez, Kebebew, Kelly, Najera, Ruiz, Rice

No: None

Abstention: Brook

VII. INFORMATION ITEMS:

1. Juvenile Hall Inspection
2. Administrative support
3. Commissioner Meetings with Supervisors.

VIII. SUB-COMMITTEE UPDATES:

1. Steering/Outreach: Kelly – Chair, Brook, Druley, Brody, Rice
2. Juvenile Hall Inspection: Druley – Chair, Kebebew, Kelly, Rice
3. SB190/SB823: Brook – Chair, Gonzales, Romero (former Commissioner)

Commissioner Brook reported that minutes from SB190/SB823 meeting were included in the packet. Follow-up questions and responses between Commissioners and staff were distributed at the meeting. Brook reviewed the Q&A with the group and said that she will follow up with staff for clarification. Significant discussion ensued about lack of behavioral health services for youth at Sonoma.

4. Delinquency Prevention: Kebebew – Chair, Brody
5. By-Laws: Rice – Chair, Druley, Kebebew, Brody

IX. ADJOURNMENT: Meeting adjourned at 7:42 p.m.

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Juvenile Division Monthly Data Blast

**August
2023**

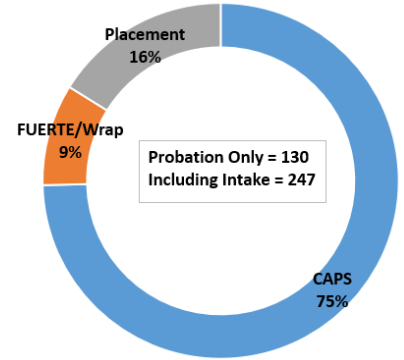
Intake

- 24 Intake RAIs administered: 1 override
- Held by Probation/Released by the Judge @ Detention Hearing: 0
- ATD admissions: 22
- Diversions: 10
- EC Referrals: 7
- Recidivism Rate: 0%
- EPIC Sessions: 52
- Field Contacts: 12
- Video Contacts: 3
- Secure Track Youth: 5

Investigations

- Court reports: 3
- Transfer reports ordered: 2

August Caseload Supervision Totals



- # Cases Closed: 12 – 9 Successful, 1 Unsuccessful, 2 Transferred
- # New Supervision Cases w/Low Initial Risk Level: 7

Title IV-E (Does not include Placement IV-E)

JAIS

Last Month

- Reasonable Candidates: 6
- New: 1
- Reassessments: 0
- Overdue reassessments: 2
- Reassessments due last month: 0

This Month

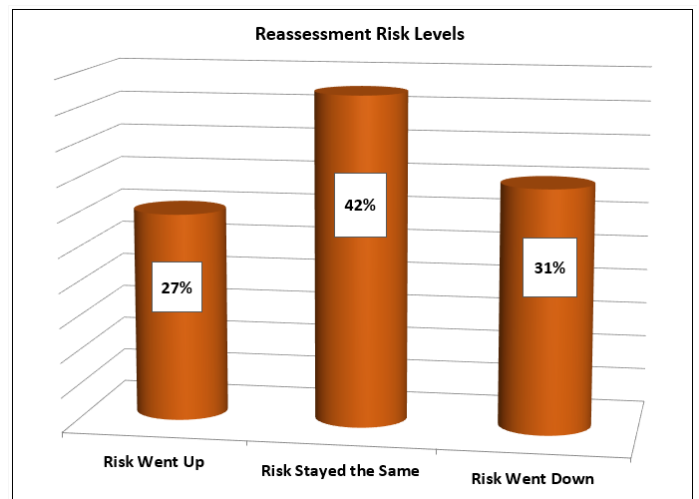
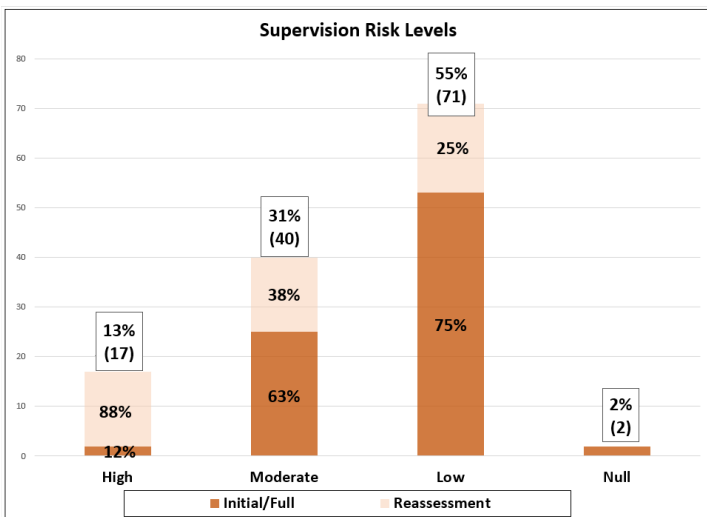
- Reasonable Candidates: 6
- New: 0
- Reassessments: 0
- Overdue reassessments: 1
- Reassessments due this month: 1

Last Month

- 89% of youth eligible received a full assessment, 14 youth still needed one.
- Overdue reassessments: 21
- Reassessments due last month: 1

This Month

- 88% of youth eligible received a full assessment, 15 youth still need one.
- Overdue reassessments: 17
- Reassessments due this month: 8



Demographics

Probation Caseload

- African American: 2% (2)
- Latinx: 71% (92)
- White: 22% (29)
- Other/Unknown: 5% (7)

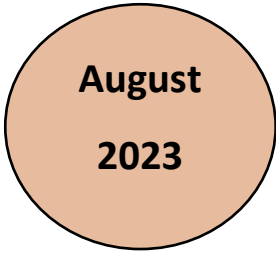
Probation Violations

- Latinx: 50% (2)
- White: 50% (2)

Warrants

- Zero

Juvenile Hall Monthly Data Blast



Population Info

- IEP's: 7
- 504's: 2
- Graduations: 1
- Youth on Psychotropic Meds: 4
- Youth with drug/alcohol issues: 3
- Youth open to MH services: 13
- Medical Referrals: 4
- Physical Altercations: 0
- Room confinements: 2
- Pending transfer hearing: 1

Booking Charges (most serious offense)

- Bench Warrant: 17% (4)
- Drugs/Alcohol: 8% (2)
- Placement Failure: 8% (2)
- Remand: 4% (1)
- Violent/Weapons: 54% (13)
- Other: 8% (2)

Booking Demographics (area of residence)

- North County: 17% (4)
- South County: 62% (15)
- Out of County: 21% (5)

JUVENILE HALL POPULATION INFORMATION

	BOYS	GIRLS	TOTAL
6 am count (average) ¹	7.9	0.5	8.4
Population in-custody at start of time period	5	1	6
Admitted during time period	22	2	24
Released during time period	18	3	21
Population in-custody at end of time period ¹	9	0	9
Average daily attendance	7.7	0.5	8.2
Average length of stay	36.2	30.7	35.4
Average length of stay without STYF youth	36.2	30.7	35.4
Length of Stay MODE	1.0	1.0	1.0
Range of stay	1 - 855	1 - 90	1 - 855
Range of age	14 - 19	17 - 18	14 - 19
Number of "in-county" residents received	18	1	19
Number of "out-of-county" residents received	4	1	5
Percentage from out-of-county	18.2%	50.0%	20.8%
Total child care days	257	17	274
Total court commitments admitted	0	0	0
Total court commitments released	0	0	0
Total child care days for released court commit	0	0	0
Total intake to date (current year): August 2023	106	21	127
Total intake to date (prior year): August 2022	87	34	121

Overall Population Demographics

<ul style="list-style-type: none"> • Latinx: 25 (83%) • White: 4 (13%) • Asian: 1 (3%) 	<ul style="list-style-type: none"> • Boys: 27 (90%) • Girls: 3 (10%) 	ALOS <ul style="list-style-type: none"> • Latinx: 35.2 days • White: 1.5 days • Asian: 1 day 	% Youth on Probation: 53%
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There were two firearm related bookings in September:

- A 16-year-old Latinx boy from Hollister
- A 16-year-old White boy from Ben Lomond

Youth on Probation by area of residence:

Count	Zip Code
1	76208 Total
1	93630 Total
2	93906 Total
1	93907 Total
1	94544 Total
6	95003 Total
5	95005 Total
4	95006 Total
3	95010 Total
1	95012 Total
3	95018 Total
4	95019 Total
1	95023 Total
13	95060 Total
11	95062 Total
4	95065 Total
1	95066 Total
1	95073 Total
59	95076 Total
2	95126 Total
1	95682 Total
1	95901 Total
1	95973 Total
1	98387 Total
128	Grand Total

SANTA CRUZ COUNTY JUVENILE HALL
STATISTICS FOR PERIOD: September 2023

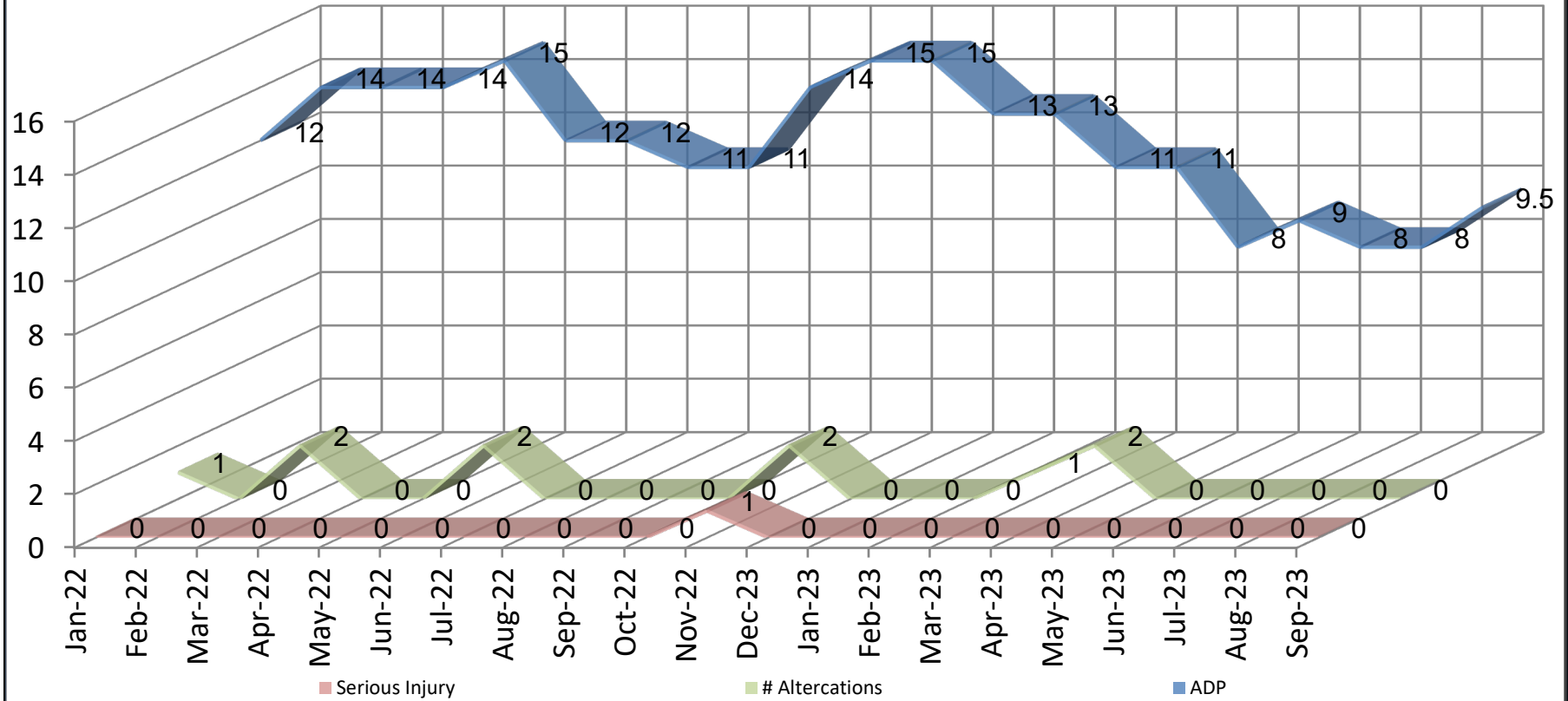
JUVENILE HALL POPULATION INFORMATION	BOYS	GIRLS	TOTAL
6 am count (average) ¹	8.7	0.8	9.5
Population in-custody at start of time period	10	0	10
Admitted during time period	16	5	21
Released during time period	18	4	22
Population in-custody at end of time period ¹	7	1	8
Average daily attendance	8.7	0.8	9.5
Average length of stay	6.6	1.3	5.6
Average length of stay without STYF youth	6.6	1.3	5.6
Length of Stay MODE	1.0	1.0	1.0
Range of stay	1 - 885	1 - 23	1 - 885
Range of age	13 - 19	13 - 19	13 - 19
Number of "in-county" residents received	12	5	17
Number of "out-of-county" residents received	4	0	4
Percentage from out-of-county	25.0%	0.0%	19.0%
Total child care days	273	28	301
Total court commitments admitted	0	0	0
Total court commitments released	0	0	0
Total child care days for released court commit	0	0	0
Total intake to date (current year): September 2023	122	26	148
Total intake to date (prior year): September 2022	103	40	143

ETHNICITY - Overall Juv. Hall Population	POP. #	POP. %	AVG RAI²	AVG LOS³
Caucasian	9	30.0%	8.3	3.9
Latino	20	66.7%	8.1	6.6
African American	1	3.3%	10.0	4.0
Asian	0	0.0%	-	-
Other	0	0.0%	-	-
<i>total</i>	30	100.0%		

ETHNICITY - Intakes only	OVERALL JH POP				AVG LENGTH OF STAY
	TOTAL DAYS for released intakes	INTAKES (number)	INTAKES (percent)	INTAKES AVG RAI²	
Latino girls	2	2	9.5%	1.0	2.0
Latino boys	33	11	52.4%	7.8	6.9
Anglo girls	3	3	14.3%	4.0	1.0
Anglo boys	11	4	19.0%	11.5	6.0
African Am. girls	-	0	0.0%	-	-
African Am. boys	4	1	4.8%	10.0	4.0
Asian girls	-	0	0.0%	-	-
Asian boys	-	0	0.0%	-	-
Other	-	0	0.0%	-	-
<i>total</i>	53	21	100.0%		

¹ 6 am count on last day of month.
² Risk Assessment Instrument Score
³ Length of Stay for youth released

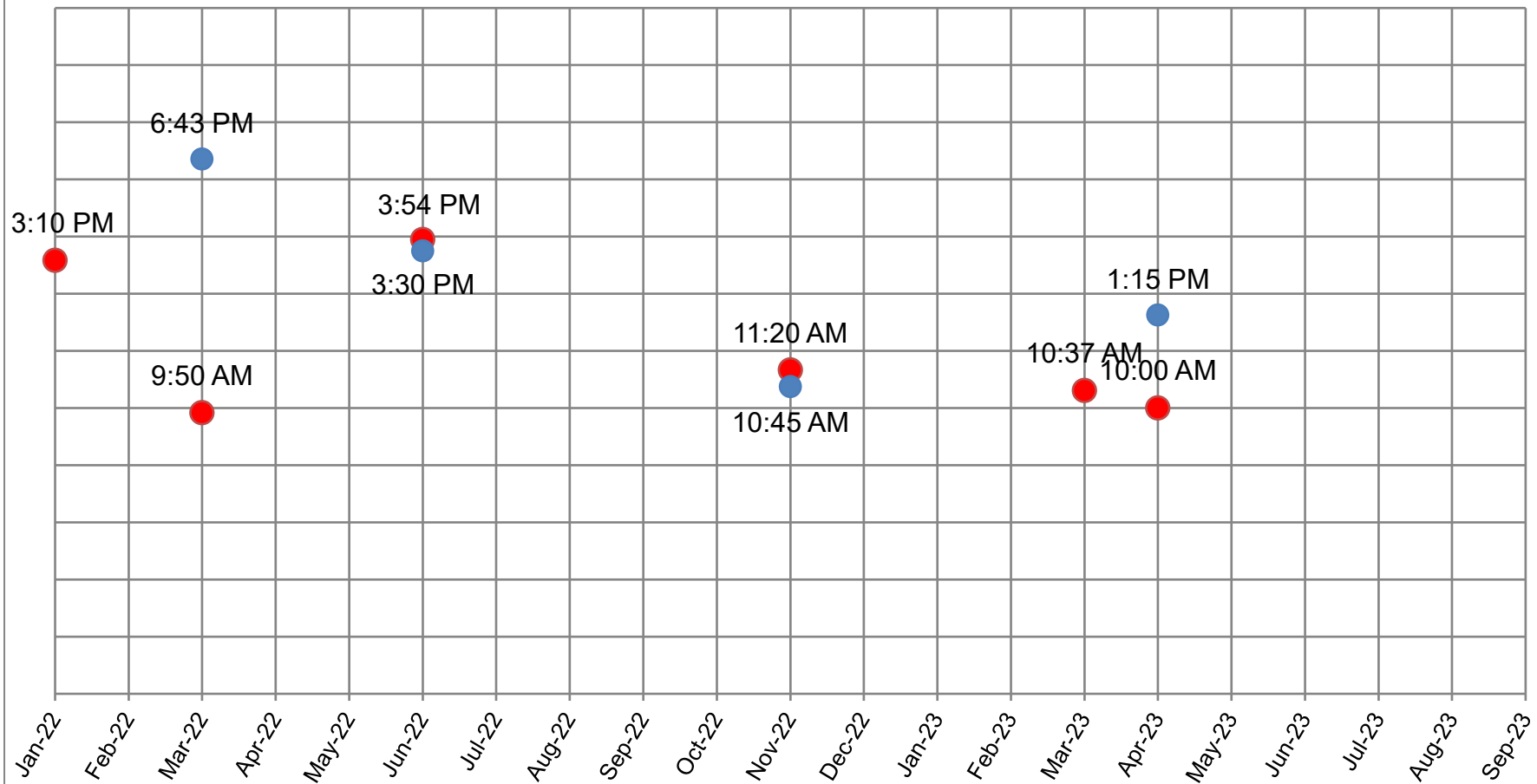
Santa Cruz County Juvenile Hall Physical Altercations: Overview



January 2022 - September 2023

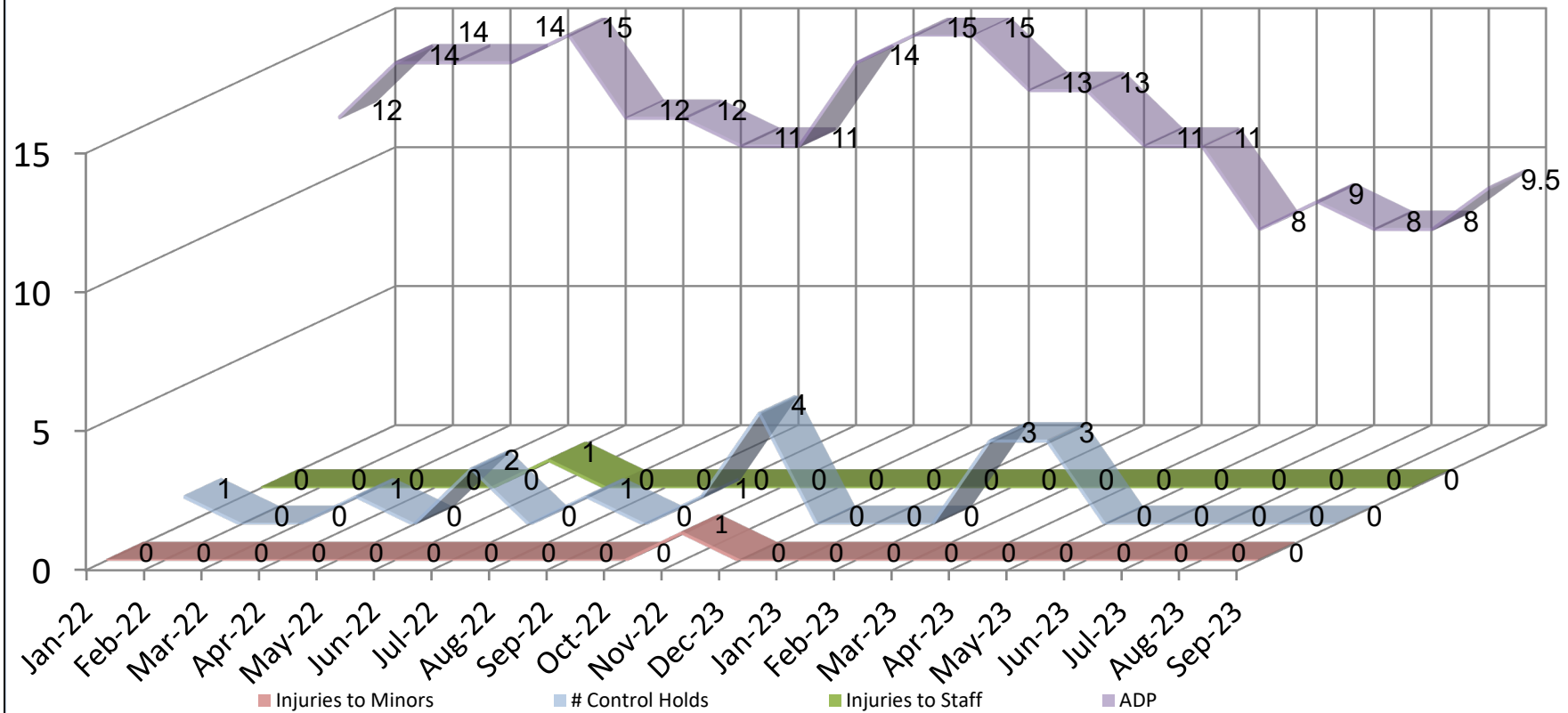
Santa Cruz County Juvenile Hall Physical Altercations: Time of Day

● Time of Altercation
 ● Time of 2nd Altercation
 ▲ Time of 3rd Altercation



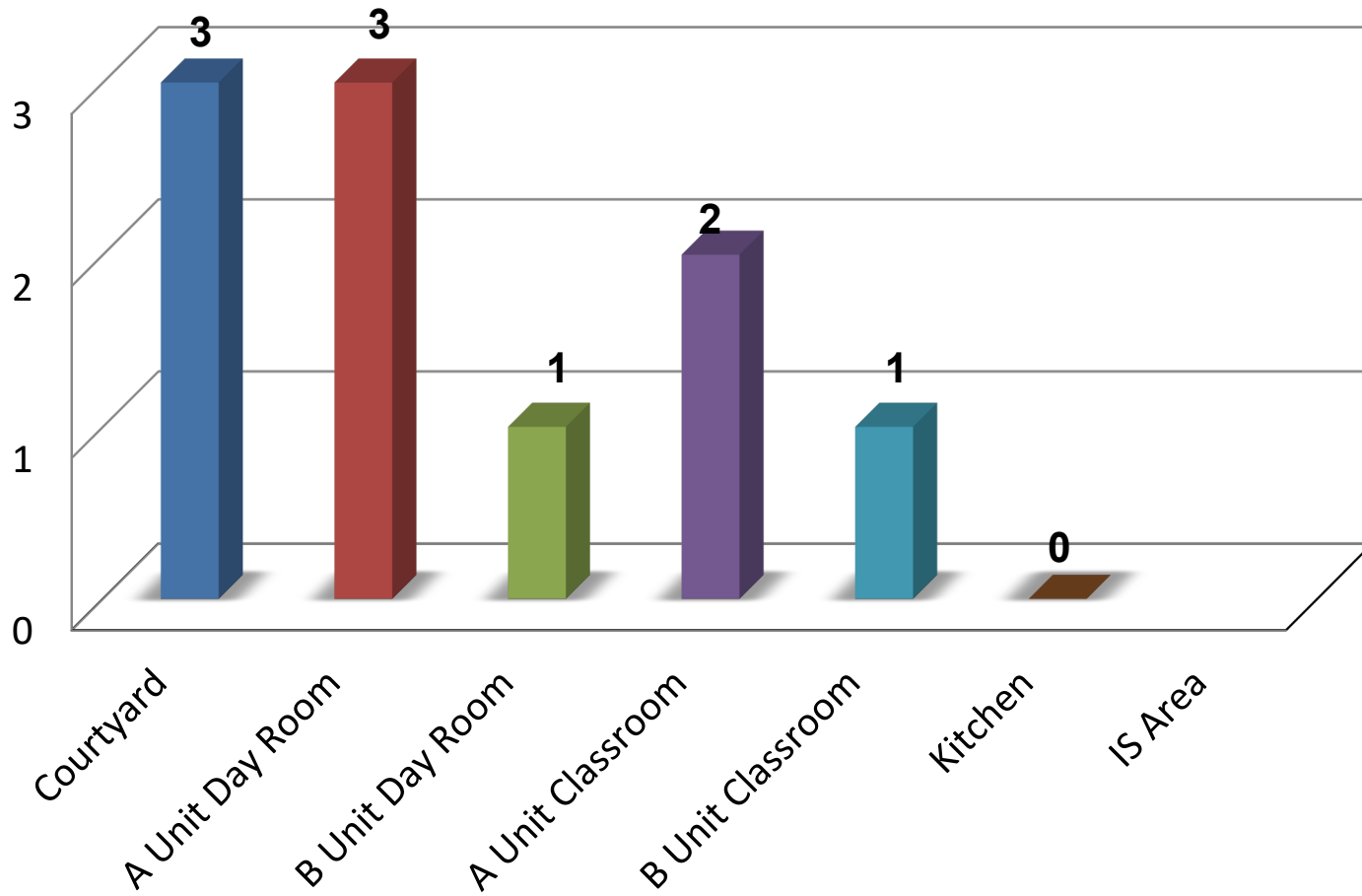
January 2022 - September 2023

Santa Cruz County Juvenile Hall Use of Force: Overview



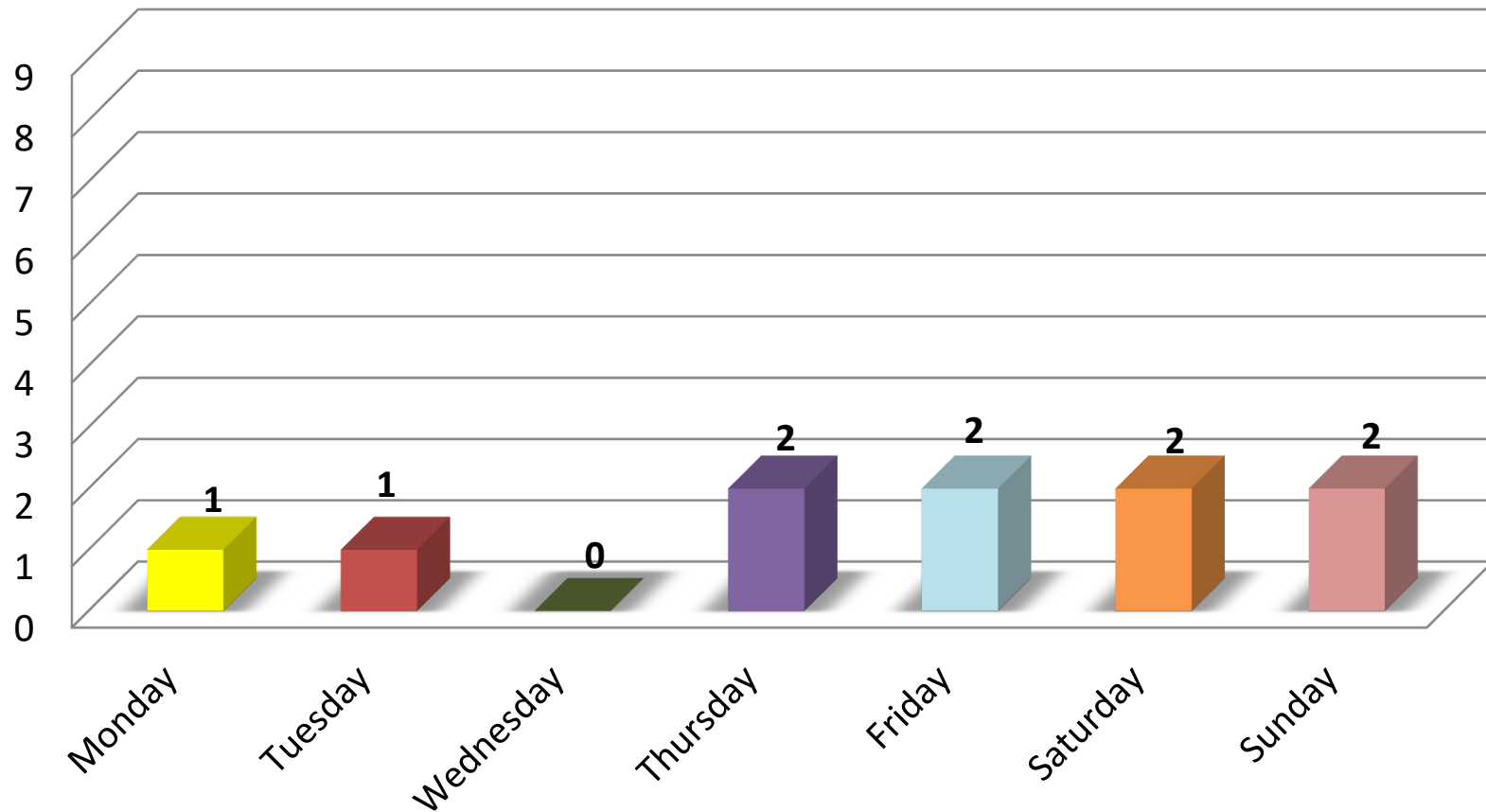
January 2022 - September 2023

Santa Cruz County Juvenile Hall Physical Altercations: Location



January 2022 - September 2023

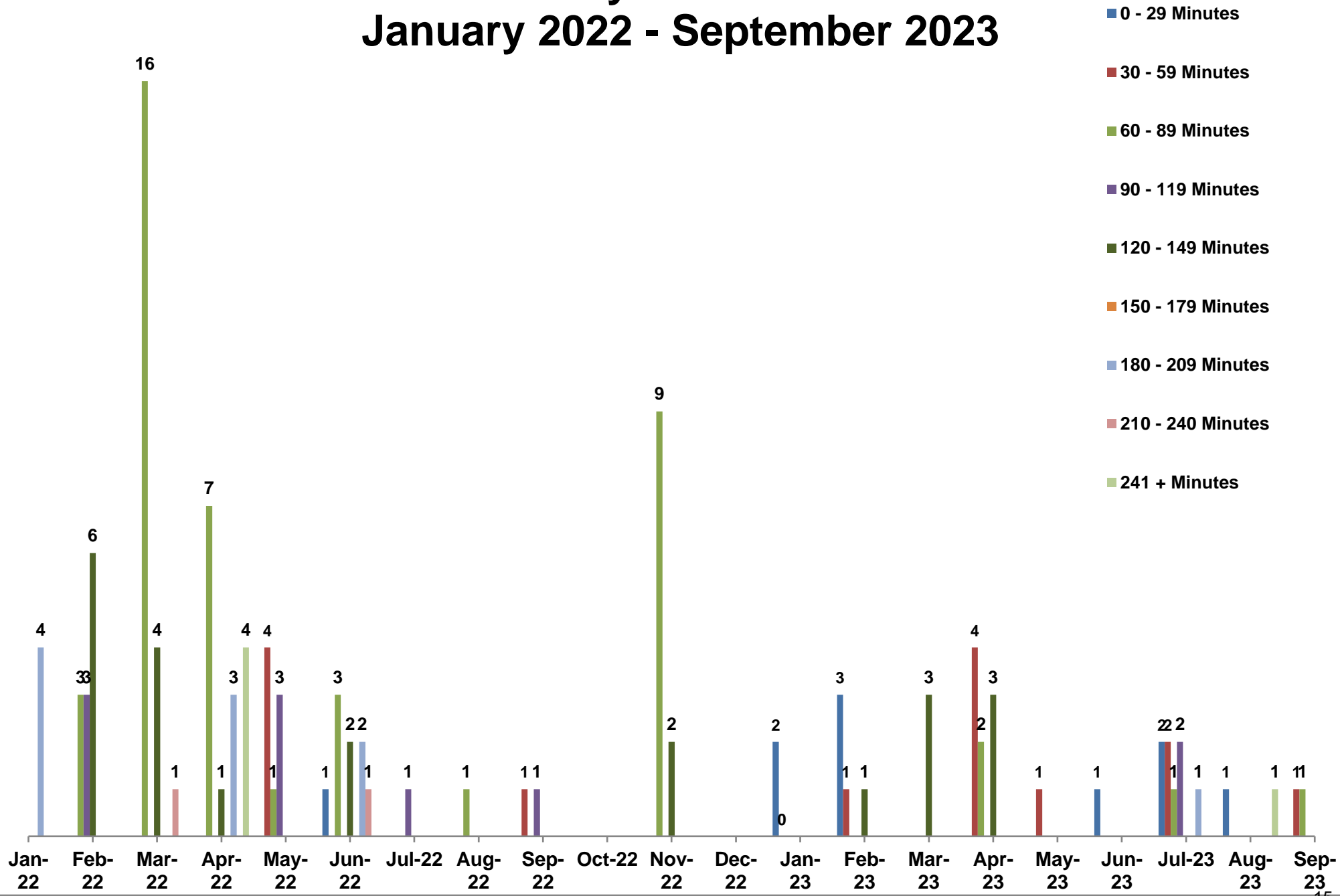
Santa Cruz County Juvenile Hall Physical Altercations: Day of the Week



January 2021- September 2023

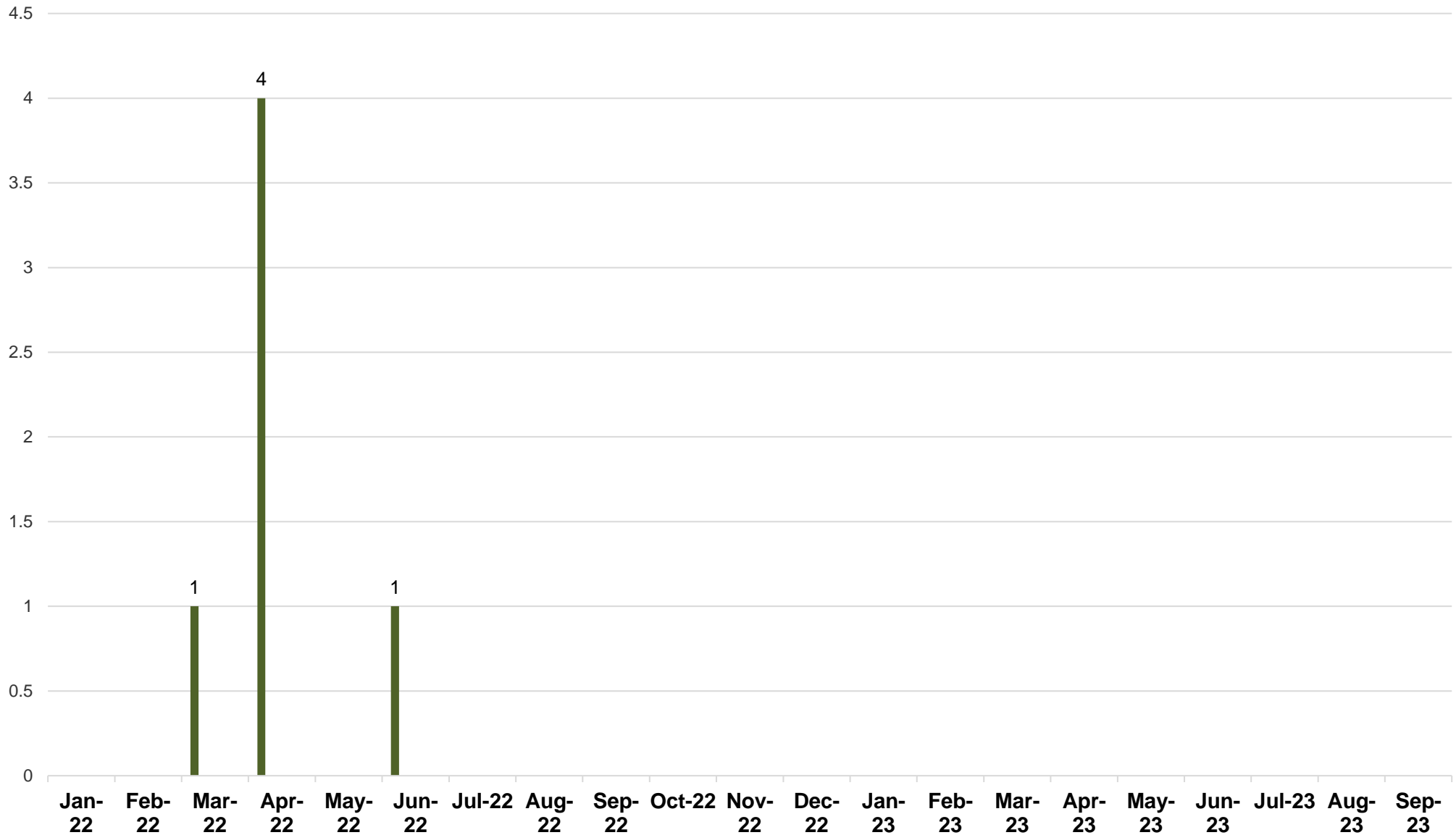
Santa Cruz County Juvenile Hall Room Confinement by Minute

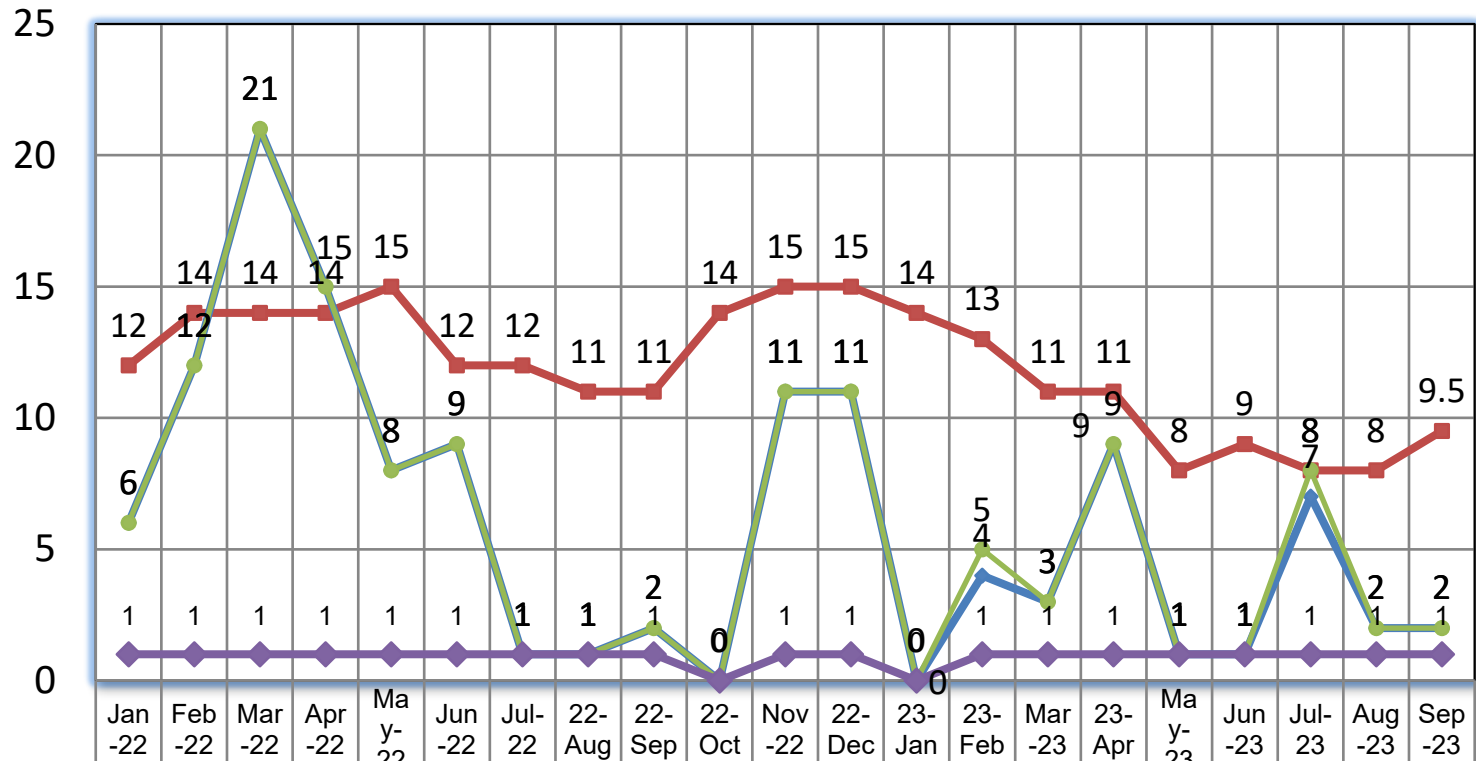
January 2022 - September 2023



Santa Cruz County Juvenile Hall Room Confinement over 4 Hours January 2022 - September 2023

■ 4 - 5 Hours ■ 6 - 7 Hours ■ 8 - 9 Hours ■ 10 - 11 Hours ■ 12 Hours

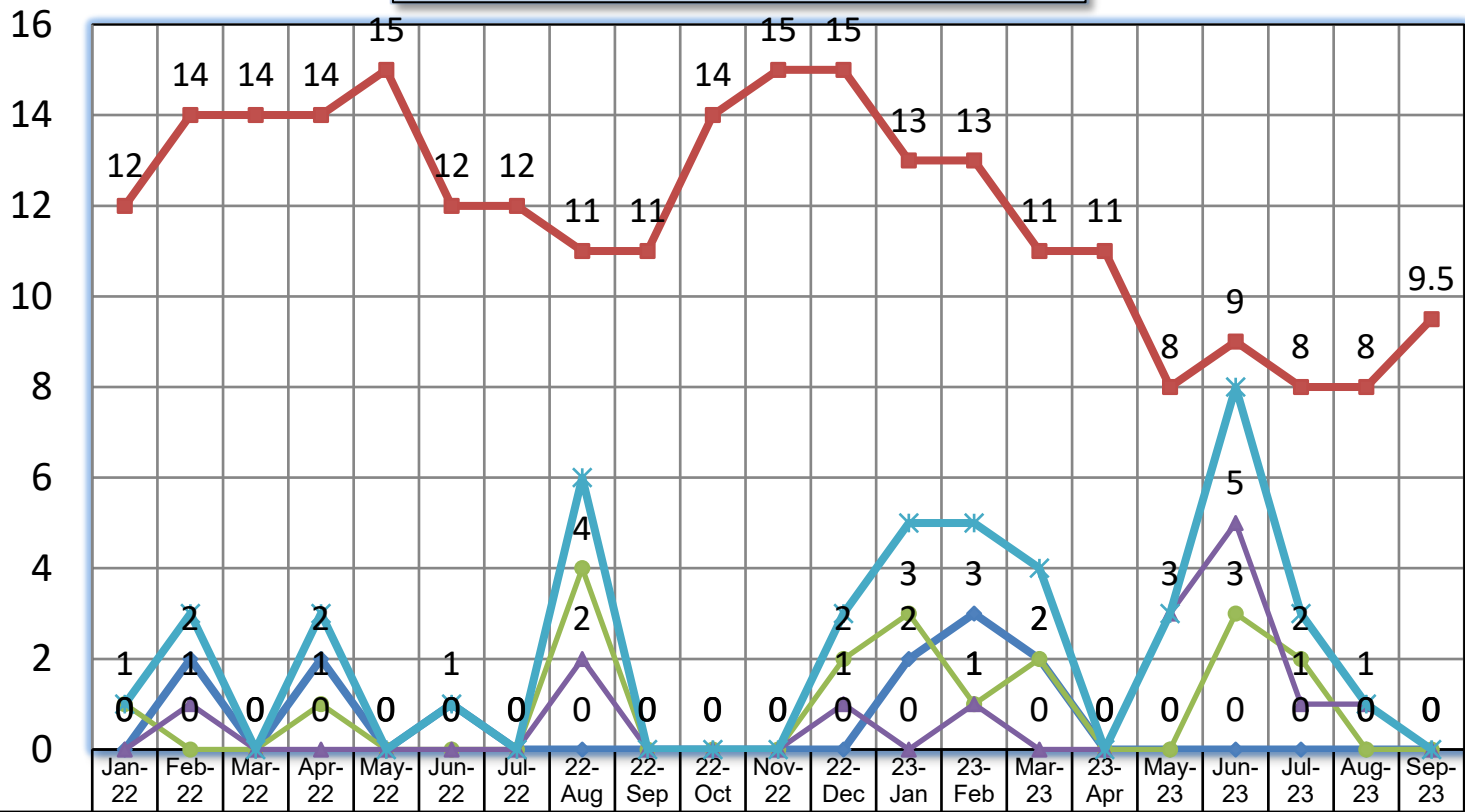




ADP	12	14	14	14	15	12	12	11	11	14	15	15	14	13	11	11	8	9	8	8	9.5
# Youth Incidents	6	12	21	15	8	9	1	1	2	0	11	11	0	4	3	9	1	1	7	2	2
Total # R/C Days for Month	6	12	21	15	8	9	1	1	2	0	11	11	0	5	3	9	1	1	8	2	2
Avg # R/C Days per Youth/Incident	1	1	1	1	1	1	1	1	1	0	1	1	0	1	1	1	1	1	1	1	1

Santa Cruz County Juvenile Hall
Room Confinement: Overview
January 2022 - September 2023

Santa Cruz County Juvenile Hall Grievances: Overview



ADP	12	14	14	14	15	12	12	11	11	14	15	15	13	13	11	11	8	9	8	8	9.5
Conditions	0	2	0	2	0	1	0	0	0	0	0	0	2	3	2	0	0	0	0	0	0
Discipline	1		0	1	0	0	0	4	0	0	0	2	3	1	2	0	0	3	2	0	0
Staff/Policies	0	1	0	0	0	0	0	2	0	0	0	1	0	1	0	0	3	5	1	1	0
Total # Grievances	1	3	0	3	0	1	0	6	0	0	0	3	5	5	4	0	3	8	3	1	0

January 2022 - September 2023

This document contains the original 2005 Bylaws and includes the amendment of 10/11/12 in Article VI, Section 1. The amendment is underlined.

Revised 9-20-23 C.Drulev

BYLAWS OF THE SANTA CRUZ COUNTY JUVENILE JUSTICE & DELINQUENCY PREVENTION COMMISSION

ARTICLE I

Statutory Authority

~~The Juvenile Justice Commission is established through the provisions of the California State Welfare and Institutions Code, Section 225. The Santa Cruz Board of Supervisors have adopted an ordinance stating that the Juvenile Justice Commission of the County of Santa Cruz is also the Delinquency Prevention Commission, pursuant to Section 233 of the Welfare and Institutions Code. The Commission shall be known as the Santa Cruz County Juvenile Justice and Delinquency Prevention Commission.~~

The Juvenile Justice and Delinquency Prevention Commission is a joint commission of the Santa Cruz County Superior Court and the County of Santa Cruz. The authority and duties of the Juvenile Justice Commission are established through California Welfare and Institutions Code (WIC) Sections 225 through 231. The authority and duties of the Delinquency Prevention Commission are established in Welf. & Inst. Code section 233. The Santa Cruz County Board of Supervisors has designated the Juvenile Justice Commission to serve as the Delinquency Prevention Commission in Santa Cruz County Code (SCCC) section 2.48 and this Commission operates in accordance with Santa Cruz County Code section 2.38.

The authority to create these bylaws is in Santa Cruz County Code (SCCS) section 2.38.140 (A). Section 2.39.140(A) allows the creation of procedures for the conduct of Commission business and aid the Commission in more effectively discharging its statutory duties and responsibilities.

If one part of these bylaws is found to be invalid because it conflicts with state law, no other part of these bylaws shall be affected by such finding of invalidity.

ARTICLE II

Purpose

~~Purpose and Statutory Duties~~

~~The responsibilities of a juvenile justice commission are broadly defined in Section 229 of the Welfare and Institutions Code. The general purpose of the Commission is to "inquire into the administration of the Juvenile Court Law in the County." The Commission is dedicated to the promotion of an effective juvenile justice system operated in an environment of credibility, dignity, fairness and respect for the youth and other citizens of the county. Within its statutory duty, the Commission has the following functions:~~

The purpose of the Santa Cruz County Juvenile Justice and Delinquency Prevention Commission, hereafter referred to as the "Commission," is to inquire into the administration of Juvenile Court law in the County, advocate for and protect the safety and well-being of dependency and juvenile justice

involved youth, and prevent youth from becoming involved in the juvenile justice system. The Commission will provide oversight of the Juvenile Court, Probation Department, Law Enforcement Agencies, take positions on legislative action, and support the promotion of successful prevention and intervention programs.

The Commission is dedicated to promoting effective juvenile justice and dependency systems operated in an environment of credibility, dignity, fairness, and respect for system-involved youth and all residents of the County.

COMMITMENT TO DIVERSITY

The Commission recognizes that any youth, regardless of income, race/ethnicity, geography, and other factors may become involved with the juvenile justice system of Santa Cruz County. The Commission is committed to educating itself on the experiences and presenting issues of Santa Cruz County's diverse youth population. This commitment includes addressing the needs and recruiting members of historically marginalized and under-served groups such as youth of color, lesbian-gay-bisexual-transgender youth, indigenous youth, and immigrant youth.

ARTICLE III Business Duties

The Commission's business includes but is not limited to the following:

Section 1.

~~To annually inspect any Juvenile Hall, jail, Ranch Facility or lockup within the county used for the confinement of any minor more than 24 hours and report the results of such inspection in writing to the Juvenile Court and to the Board of Supervisors. The Commission may also inquire into a children's or youth shelter or group home licensed to house youth under the jurisdiction of the Juvenile Court.~~

Section 1. The Commission shall annually inspect and report on any location responsible for housing Santa Cruz County system-involved youth under the jurisdiction of the Santa Cruz Juvenile Court where one or more Santa Cruz County youth have been held for more than 24 hours in the previous 12 months. These locations include but are not limited to Juvenile Hall, County Jail, any Ranch Facility, and, where feasible, other counties' facilities in connection with "Secure Youth Treatment Facilities" or other state-legislated facilities. The Commission will create a subcommittee to conduct the inspections which may utilize the Annie E. Casey Juvenile Detention Alternatives Initiatives (JDAI) Detention Assessment Guidelines which provide inspection best practices. Membership on this subcommittee may include Commissioners and non-commission members as recommended by JDAI Guidelines and allowed by Santa Cruz County Code 2.38.230. The report regarding such inspections shall be in written form and provided to the Santa Cruz County Juvenile Probation Department, Juvenile Court, the Santa Cruz County Board of Supervisors, and the Board of State and Community Corrections (BSCC). The Commission may also inspect any children's or youth shelter or licensed home (e.g., Short Term Residential Treatment Programs - STRTPs) holding youth under the jurisdiction of the Juvenile Court. The Commission shall also inspect secure and non-secure detention logs for Santa Cruz County law enforcement departments or jails.

Section 2. Notification in Writing. The Commission intends that with respect to youth confined in juvenile detention facilities or placed in emergency shelter homes or supervised on probation or under the supervision of the Juvenile Court and the Probation Department that the Commission Chair be notified in writing within 24 hours of any serious incidents or significant conditions affecting the youth who come within the jurisdiction of the Juvenile Court. A "serious incident or significant condition affecting the youth who come within the jurisdiction of the Juvenile Court" shall include, but is not to be limited to, fatalities, near fatalities, serious bodily harm, suicide attempts, severe acts of violence between youth, incidents that require the use of leg or wrist shackles or the use of a weapon, evacuations, or significant damages to the facility that impact services to youth.

Section 3. The Commission shall investigate complaints brought to the Commission's attention on behalf of youth held in a Santa Cruz County facility by their parents, guardians, or legal counsel. It may seek subpoenas from the Juvenile Court Judge to secure necessary materials from any individual, agency, or entity.

Section 4. The Commission may conduct public hearings on matters relevant to the administration of laws and identify needed prevention services and activities related to juveniles in Santa Cruz County. It may seek subpoenas from the Juvenile Court Judge to secure necessary materials from any individual, agency, or entity.

Section 5. The Commission may inquire into the administration of the juvenile justice system broadly, including but not limited to operations of the Juvenile Court, Probation Department, Social Services Agencies, Law Enforcement agencies, and any other agencies involved with or affecting system-involved youth. The Commission may propose, endorse, or oppose state or local legislative or administrative proposals that would impact the administration of juvenile court law or juvenile delinquency in Santa Cruz County.

~~Section 2. To conduct public or closed hearings on matters relevant to the implementation and administration of the Juvenile Court Law in the county. The Commission is empowered to inquire into the administration of juvenile justice in a broad sense, including, but not limited to, operations of the juvenile Court, Probation Department, social services agencies, and any other agencies involved with juveniles. The Juvenile Court Judge has the power to issue subpoenas requiring the attendance and testimony of witnesses and production of documents at a hearing of the Commission. The Commission shall take measures to preserve the confidentiality of personal information relating to individual juveniles.~~

~~Section 3. Publicize findings as decided by the Commission.~~

~~Section 4. To assure that needed services are identified, developed, and provided for the children and youth of the County.~~

~~Section 5. Provide input in the selection process for the Chief Probation Officer.~~

The Responsibilities of a Delinquency Prevention Commission as defined in Section 233 of the Welfare and Institutions Code are:-

To assure that needed services are identified, developed and provided for the children and youth of the County, particularly services which relate to curtailing from or diversion of youth out of the Juvenile Justice System.-

Section 270 of the Welfare and Institutions Code - Probation Officers: In reference to Section 270 of the Welfare and Institutions Code, in Santa Cruz County, the Juvenile Court Judge along with the Superior Court Bench appoints the Chief Probation Officer. The Chief Probation Officer in turn hires the probation staff.

Section 6. The Commission shall support the development of specific community programs with long-range plans that incorporate the Commission's goals of delinquency prevention.

Section 7. The Commission shall provide input into the selection process for the Chief Probation Officer.

Section 8. The Chair of the Commission, or their designee, shall participate in the County's Juvenile Justice Coordinating Council, **if invited**

Section 9. The Commission may provide the Board of State and Community Corrections, with information sought and related to establishing minimum standards for correctional facilities as outlined in California Penal Code 6030.

Section 10. The Commission may publicize findings and recommendations as approved by a vote of the Commission and as directed by the Chair.

ARTICLE IV

Members

Section 1. Membership on the Commission shall be composed of ~~not fewer~~ not less than seven and no more than fifteen (15) citizens. The Juvenile Court Judge and Chief Probation Officer shall serve as Ex Officio members.

Section 2. Five (5) at-large members of the Commission shall be appointed by the Presiding Judge of the Superior Court with the concurrence of the Judge of the Juvenile Court, two of which shall be between the ages of 14 and 21. ~~Recommendations of Commission members may recommend individuals to~~ the Presiding Judge for at-large membership on the Commission. ~~may be made by Commission members.~~ Ten (10) members, residents of Santa Cruz County, shall be nominated by the Board of Supervisors. Each Supervisor shall ~~nominate~~ appoint two (2) persons who may reside within that Supervisor's District. ~~Two or more of the members shall be between the age of 14 and 21 years of age.~~ Referrals for consideration and review by the Commission and the Presiding Judge may be made by community groups, elected or appointed public officials and individual citizens. The Commission ~~shall~~ will endeavor to be representative of the ethnic makeup of the County and shall maintain representation from geographic areas. All applicants are considered regardless of

ethnicity, race, age, sexual orientation, religious beliefs, or lived experiences, including but not limited to, previous incarceration.

Section 3. Appointments shall ~~be for a term of~~ last four (4) years, in accordance with Santa Cruz County Code Section 2.38.100. ~~The A Youth~~ Commissioner is eligible for reappointment as an adult member upon reaching the age of ~~18~~22, ~~providing if~~ a vacancy exists at the end of ~~his/her~~ their appointed term. Whenever any vacancy occurs for any reason other than the expiration of a term of office, the succeeding appointee shall hold office for the remaining unexpired term of ~~his/her~~their predecessor. A Commissioner wishing to serve additional term(s) shall notify the Commission Chair, their nominating Supervisor, if applicable, and the Supervising Judge of the Juvenile Court and complete the re-appointment process.

Section 4. Each person appointed shall appear before the appointing Judge or his/her designee and ~~qualify by taking~~take an oath to faithfully perform ~~faithfully~~ the duties as a member of the Commission. The qualifications of each member shall be entered in the Juvenile Court record. ~~All applicants must review and agree to be bound by any additional requirements as established by the Board of Supervisors (if applicable), the Superior Court, and this Commission. The qualification of each Member shall be entered into the Juvenile Court records.~~

Section 5. Any member desiring to resign from the Commission shall submit ~~his/her~~their resignation in writing to the Juvenile Court Judge with copies to the Chairperson of the Commission.

Section 6. ~~Attendance of members shall be taken and recorded in the Minutes at all called Commission meetings. Any Commissioner who accumulates three (3) unexcused absences from called meetings during the calendar year shall be referred to the Juvenile Court Judge. Any Commissioner who accumulates three (3) absences from any duly-noticed Commission meeting during the calendar year shall be referred to the Commission Chair and Juvenile Court Judge for possible termination unless it is determined there was "good cause" for the absences. Attendance of members shall be taken and recorded in the Minutes at all duly-called Commission or subcommittee meetings.~~

Section 7. All public appeals, applications, complaints, and other communications concerning the business of the Commission shall be referred to the Chairperson of the Commission for investigation and report to the full Commission. ~~Press or media release(s) of information on behalf of the Commission shall be issued only by the Chairperson of the Commission or his/her designee. Nothing in this section shall be construed to prevent Commissioners from expressing themselves as individuals, but such action should, where appropriate, include a disclaimer that such expression is made in an individual capacity and not as an official statement for the Commission.~~

ARTICLE IV

Officers

Section 1.

~~Secretary. Officers of the Commission shall serve one (1) year terms, being elected by a majority vote of the Commissioners at the annual meeting in May or as so designated. Officers of the Commission shall serve one (1) year term and shall be elected by a majority vote of the Commissioners at the Annual Meeting in April or as otherwise designated by a Commission vote. The Commission officers shall be the Chair, the Vice-Chair, the Secretary, and the Immediate Past Chair.~~

Section 2.

~~by Commissioners and shall be made at the annual meeting in May or as so designated, or upon vacancy of the office.~~ Commissioners shall make nomination(s) for the officers at the Annual Meeting, a designated meeting, or upon office vacancy.

Section 3.

~~serve more than two (2) full consecutive years in the same office.~~ Each Commissioner shall hold one office at a time, and no Commissioner shall serve more than two (2) full consecutive years in the same office.

Section 4.

death, resignation, or otherwise; the Commission shall immediately select a successor to the vacant office to fill the vacancy for the ~~remainder of the normal~~ remaining term of office.

Section 5.

~~Individual members acting in their own individual capacities have no authority to commit the Commission to any policy determination or course of action unless the Commission had previously authorized or subsequently ratified such act by an individual member of the Commission.~~ No Commissioner may make a public statement regarding Commission business, findings, or viewpoints without first securing the Chair's authorization and after a vote by the Commission regarding the subject matter. Individual Commissioners cannot commit the Commission to any policy determination or course of action. Nothing in these Bylaws shall be construed to prevent Commissioners from expressing themselves as individuals. However, such action shall include a disclaimer that such expression is made in an individual capacity and not as a representative of the Commission's conclusions.

ARTICLE ~~VI~~ VII

Meetings

Section 1. The ~~Commission's R~~ regular Meeting of the Commission shall be noticed and be held once each month unless otherwise ordered by the Chairperson. These meetings are open to the public and comply with the Brown Act.

Section 2. ~~The location of meetings shall be at the discretion of the Commission. A schedule of meeting times, dates and places shall be announced by the Commission.~~ The Commission shall announce a schedule of meeting times, dates, and places. The location of meetings shall be within the County of Santa Cruz and at the discretion of the Commission.

Section 3. ~~Special meetings may be called by the Chairperson. Special meetings of the Commission are open to the public and may be called at any time and at any place within the County of Santa Cruz.~~ The Chair may call Special Meetings which shall be open to the public, held within the County of Santa Cruz, and comply with the Brown Act.

Section 4. The rules contained in the most current edition of Rosenberg's Rules of Order shall guide the Commission in all parliamentary and procedural matters not otherwise specified within or inconsistent with these Bylaws.

ARTICLE ~~VII~~ VIII

Administration

Section 1. ~~Business of the Commission shall be decided by a quorum and a majority vote.~~ A

quorum and a majority vote shall decide the business of the Commission. A quorum consists of one more than half of the seated members of the Commission. The ayes and noes shall be taken and recorded in the minutes. Abstentions shall be recorded as such. If there is no quorum, all discussion will be considered informal and no motions shall be considered.

Section 2. The Chair~~person~~ shall preside at all meetings of the Commission at which ~~he/she~~they ~~are~~is present. The Chair~~person~~ shall perform such duties and exercise such power as usually pertain to the Chair's office, of Chairperson, and also have such a Additional duties or powers ~~as~~ may be granted by ~~the Commission~~the Board of Supervisors or the Superior Court.

Section 3. The Vice-Chair~~person~~ shall preside at all meetings of the Commission in the absence of the Chair~~person~~, and shall perform such other duties as may be enjoined upon ~~him/her~~ them by the Commission. ~~In the case of the~~In the absence of the Chair or ~~if there be a~~ vacancy ~~in~~ the office of ~~the~~ Chair~~person~~, all powers and duties of that office shall devolve upon the Vice-Chair~~person~~, who shall continue to exercise such powers and duties until the Chair~~person~~ returns or the vacancy is filled.

Section 4-__ ~~In case of the absence, disability, or refusal to act of the Chairperson_ and the Vice-Chairperson at any meeting of the Commission when a quorum is present, as determined by the Secretary by roll call, the members present may elect, by majority vote of the members voting, a Chairperson pro tem for that meeting.~~ the members present may elect a Chair Pro Tem for that meeting by a majority vote of the members voting present. The Secretary shall determine whether a quorum is present by conducting a roll call vote.

Section 5. Agenda preparation is the responsibility of the Chair and the Secretary, or their designee. Any Commissioner may submit agenda items to the Chair for review and consideration for publication with the public Agenda packet in a timely fashion.

Section 6. ~~Request for non-Commissioners to discuss a matter before the Commission should be received 10 days prior to the meeting date.~~ The Chair shall receive requests by non-Commissioners to discuss a matter before the next Commission's meeting a minimum of ten days before the meeting date. The Chair may override this rule if they determine it is appropriate and within the time frame of the Brown Act.

Section 7. The Commission shall preserve the confidentiality of any personal information relating to individual juveniles. Written requests or an oral petition concerning a ~~minor's~~ youth's welfare while housed in a County institution shall be presented at the ~~the~~ Meeting of the Commission with redactions or abbreviated names, as necessary. The Supervising Judge of the Juvenile Court shall have the power to issue subpoenas requiring attendance and testimony of witnesses as well as production of documents at a specified hearing. ~~The Commission shall take measures to preserve the confidentiality of personal information relating to individual juveniles.~~

Section 8. The Commission may establish special or ad hoc sub-committees of its membership to perform task force functions on any matter within the jurisdiction of ~~said~~the Commission. Such Sub-~~c~~Committees will then set meeting times(s) and location(s), define its task, and submit ~~its~~any updates and/or findings in writing to the Commission.

Section 9 The Commission shall keep a complete record of the Commission's Agendas, Minutes, Monthly "packets," actions, and any exhibits or other materials the Commission deems helpful for its historical record.

~~ARTICLE VII~~

~~Parliamentary Authority~~

~~The rules contained in the current edition of Roberts—Rules of Order shall guide the Commission in all matters in which said rules are applicable and in which said rules are not inconsistent with these Bylaws and any special rules of order that the Commission may adopt.~~

~~ARTICLE VII~~

~~Release of Information~~

~~Notice of meetings of the Commission will be as provided by the Brown Act. Press or media releases of information on behalf of the Commission shall be issued by the Chairperson of the Commission or his/her designee.~~

ARTICLE ~~IX~~VII

Amendment of Bylaws

These Bylaws can be amended at any regular meeting of the Commission by a two-thirds (2/3rds) vote of a quorum, providing that the amendment has been submitted in writing at the previous regular meeting of the Commission and is named on the agenda as a subject for discussion.

Ratified by the JJCPC and submitted to the BOS on _____ (date).

*This version of the Bylaws includes the changes that CC had suggested and the JJDPC had agreed to on 6/28. It also includes wording added since that time that are highlighted in yellow. All the changes incorporated in this document have been approved by the Presiding Judge of the Juvenile Court, the Hon. Jerry Vinluan. A separate version of this document with all revisions and comments (a “redlined” version is also being provided at the same time as this version. **Revised 9-20-23 C.Druley***

BYLAWS OF THE SANTA CRUZ COUNTY JUVENILE JUSTICE & DELINQUENCY PREVENTION COMMISSION

ARTICLE I

Statutory Authority

The Juvenile Justice and Delinquency Prevention Commission is a joint commission of the Santa Cruz County Superior Court and the County of Santa Cruz. The authority and duties of the Juvenile Justice Commission are established through California Welfare and Institutions Code (WIC) Sections 225 through 231. The authority and duties of the Delinquency Prevention Commission are established in Welf. & Inst. Code section 233. The Santa Cruz County Board of Supervisors has designated the Juvenile Justice Commission to serve as the Delinquency Prevention Commission in Santa Cruz County Code (SCCC) section 2.48 and this Commission operates in accordance with Santa Cruz County Code section 2.38.

The authority to create these bylaws is in Santa Cruz County Code (SCCS) section 2.38.140 (A) . Section 2.39.140(A) allows the creation of procedures for the conduct of Commission business and aid the Commission in more effectively discharging its statutory duties and responsibilities.

If one part of these bylaws is found to be invalid because it conflicts with state law, no other part of these bylaws shall be affected by such finding of invalidity.

ARTICLE II

Purpose

The purpose of the Santa Cruz County Juvenile Justice and Delinquency Prevention Commission, hereafter referred to as the "Commission," is to inquire into the administration of Juvenile Court law in the County, advocate for and protect the safety and well-being of dependency and juvenile justice involved youth, and prevent youth from becoming involved in the juvenile justice system. The Commission will provide oversight of the Juvenile Court, Probation Department, Law Enforcement Agencies, take positions on legislative action, and support the promotion of successful prevention and intervention programs.

The Commission is dedicated to promoting effective juvenile justice and dependency systems operated in an environment of credibility, dignity, fairness, and respect for system-involved youth and all residents of the County.

COMMITMENT TO DIVERSITY

The Commission recognizes that any youth, regardless of income, race/ethnicity, geography, and other factors may become involved with the juvenile justice system of Santa Cruz County. The Commission is committed to educating itself on the experiences and presenting issues of Santa Cruz County's diverse youth population. This commitment includes addressing the needs and recruiting members of historically marginalized and under-served groups such as youth of color, lesbian-gay-bisexual-transgender youth, indigenous youth, and immigrant youth.

ARTICLE III Business Duties

The Commission's business includes but is not limited to the following:

Section 1. The Commission shall annually inspect and report on any location responsible for housing Santa Cruz County system-involved youth under the jurisdiction of the Santa Cruz Juvenile Court where one or more Santa Cruz County youth have been held for more than 24 hours in the previous 12 months. These locations include but are not limited to Juvenile Hall, County Jail, any Ranch Facility, and, where feasible, other counties' facilities in connection with "Secure Youth Treatment Facilities" or other state-legislated facilities. The Commission will create a subcommittee to conduct the inspections which may utilize the Annie E. Casey Juvenile Detention Alternatives Initiatives (JDAI) Detention Assessment Guidelines which provide inspection best practices. Membership on this subcommittee may include Commissioners and non-commission members as recommended by JDAI Guidelines and allowed by Santa Cruz County Code 2.38.230. The report regarding such inspections shall be in written form and provided to the Santa Cruz County Juvenile Probation Department, Juvenile Court, the Santa Cruz County Board of Supervisors, and the Board of State and Community Corrections (BSCC). The Commission may also inspect any children's or youth shelter or licensed home (e.g., Short Term Residential Treatment Programs - STRTPs) holding youth under the jurisdiction of the Juvenile Court. The Commission shall also inspect secure and non-secure detention logs for Santa Cruz County law enforcement departments or jails.

Section 2. Notification in Writing. The Commission intends that with respect to youth confined in juvenile detention facilities or placed in emergency shelter homes or supervised on probation or under the supervision of the Juvenile Court and the Probation Department that the Commission Chair be notified in writing within 24 hours of any serious incidents or significant conditions affecting the youth who come within the jurisdiction of the Juvenile Court. A "serious incident or significant condition affecting the youth who come within the jurisdiction of the Juvenile Court" shall include, but is not to be limited to, fatalities, near fatalities, serious bodily harm, suicide attempts, severe acts of violence between youth, incidents that require the use of leg or wrist shackles or the use of a weapon, evacuations, or significant damages to the facility that impact services to youth.

Section 3. The Commission shall investigate complaints brought to the Commission's attention on behalf of youth held in a Santa Cruz County facility by their parents, guardians, or legal counsel. It may seek subpoenas from the Juvenile Court Judge to secure necessary materials from any individual, agency, or entity.

Section 4. The Commission may conduct public hearings on matters relevant to the administration of laws and identify needed prevention services and activities related to juveniles in Santa Cruz County. It may seek subpoenas from the Juvenile Court Judge to secure necessary materials from any individual, agency, or entity.

Section 5. The Commission may inquire into the administration of the juvenile justice system broadly, including but not limited to operations of the Juvenile Court, Probation Department, Social Services Agencies, Law Enforcement agencies, and any other agencies involved with or affecting system-involved youth. The Commission may propose, endorse, or oppose state or local legislative or administrative proposals that would impact the administration of juvenile court law or juvenile delinquency in Santa Cruz County.

Section 6. The Commission shall support the development of specific community programs with long-range plans that incorporate the Commission's goals of delinquency prevention.

Section 7. The Commission shall provide input into the selection process for the Chief Probation Officer.

Section 8. The Chair of the Commission, or their designee, shall participate in the County's Juvenile Justice Coordinating Council.

Section 9. The Commission may provide the Board of State and Community Corrections, with information sought and related to establishing minimum standards for correctional facilities as outlined in California Penal Code 6030.

Section 10. The Commission may publicize findings and recommendations as approved by a vote of the Commission and as directed by the Chair.

ARTICLE IV Members

Section 1. Membership on the Commission shall be composed of not less than seven and no more than fifteen (15) citizens. The Juvenile Court Judge and Chief Probation Officer shall serve as Ex Officio members.

Section 2. Five (5) at-large members of the Commission shall be appointed by the Presiding Judge of the Superior Court with the concurrence of the Judge of the Juvenile Court, two of which shall be between the ages of 14 and 21. Commission members may recommend individuals to the Presiding Judge for at-large membership on the Commission. Ten (10) members, residents of Santa Cruz County, shall be nominated by the Board of Supervisors. Each Supervisor shall appoint two (2) persons who may reside within that Supervisor's District. Referrals for consideration and review by the Commission and the Presiding Judge may be made by community groups, elected or appointed public officials and individual citizens. The Commission will endeavor to be representative of the ethnic makeup of the County and shall maintain representation from geographic areas. All applicants are considered regardless of ethnicity, race, age, sexual orientation, religious beliefs, or lived experiences, including but not limited to, previous incarceration.

Section 3. Appointments shall last four (4) years, in accordance with Santa Cruz County Code Section 2.38.100. A youth Commissioner is eligible for reappointment as an adult member upon reaching the age of 22, if a vacancy exists at the end of their appointed term. Whenever any vacancy occurs for any reason other than the expiration of a term of office, the succeeding appointee shall hold office for the remaining unexpired term of their predecessor. A Commissioner wishing to serve additional term(s) shall notify the Commission Chair, their nominating Supervisor, if applicable, and the Supervising Judge of the Juvenile Court and complete the re-appointment process.

Section 4. Each person appointed shall appear before the appointing Judge or his/her designee and take an oath to faithfully perform the duties as a member of the Commission. The qualifications of each member shall be entered in the Juvenile Court record.

Section 5. Any member desiring to resign from the Commission shall submit their resignation in writing to the Juvenile Court Judge with copies to the Chairperson of the Commission.

Section 6. Any Commissioner who accumulates three (3) absences from any duly-noticed

Commission meeting during the calendar year shall be referred to the Commission Chair and Juvenile Court Judge for possible termination unless it is determined there was "good cause" for the absences. Attendance of members shall be taken and recorded in the Minutes at all duly-called Commission or subcommittee meetings.

ARTICLE V Officers

Section 1. Officers of the Commission shall serve one (1) year term and shall be elected by a majority vote of the Commissioners at the Annual Meeting in April or as otherwise designated by a Commission vote. The Commission officers shall be the Chair, the Vice-Chair, the Secretary, and the Immediate Past Chair.

Section 2. Commissioners shall make nomination(s) for the officers at the Annual Meeting, a designated meeting, or upon office vacancy.

Section 3. Each Commissioner shall hold one office at a time, and no Commissioner shall serve more than two (2) full consecutive years in the same office.

Section 4. In the event of a vacancy in the office of Chairperson, Vice-Chairperson, or Secretary by death, resignation, or otherwise; the Commission shall immediately select a successor to the vacant office to fill the vacancy for the remaining term of office.

Section 5. The Chairperson or their designee shall be the official spokesperson for the Commission. No Commissioner may make a public statement regarding Commission business, findings, or viewpoints without first securing the Chair's authorization and after a vote by the Commission regarding the subject matter. Individual Commissioners cannot commit the Commission to any policy determination or course of action. Nothing in these Bylaws shall be construed to prevent Commissioners from expressing themselves as individuals. However, such action shall include a disclaimer that such expression is made in an individual capacity and not as a representative of the Commission's conclusions.

ARTICLE VI Meetings

Section 1. The Commission's Regular Meeting shall be noticed and held once each month unless otherwise ordered by the Chairperson. These meetings are open to the public and comply with the Brown Act.

Section 2. The Commission shall announce a schedule of meeting times, dates, and places. The location of meetings shall be within the County of Santa Cruz and at the discretion of the Commission.

Section 3. The Chair may call Special Meetings which shall be open to the public, held within the County of Santa Cruz, and comply with the Brown Act.

Section 4. The rules contained in the most current edition of Rosenberg's Rules of Order shall guide the Commission in all parliamentary and procedural matters not otherwise specified within or inconsistent with these Bylaws. **Section 7.** All public appeals, applications, complaints, and other communications concerning the business of the Commission shall be referred to the Chairperson of the Commission for investigation and report to the full Commission.

ARTICLE VII

Administration

Section 1. A quorum and a majority vote shall decide the business of the Commission. A quorum consists of one more than half of the seated members of the Commission. The ayes and noes shall be taken and recorded in the minutes. Abstentions shall be recorded as such. If there is no quorum, all discussion will be considered informal and no motions shall be considered.

Section 2. The Chair shall preside at all meetings of the Commission at which they are present. The Chair shall perform such duties and exercise such power as usually pertain to the Chair's office. Additional duties or powers may be granted by the Board of Supervisors or the Superior Court.

Section 3. The Vice-Chair shall preside at all meetings of the Commission in the absence of the Chair, and shall perform such other duties as may be enjoined upon them by the Commission. In the absence of the Chair or vacancy in the office of the Chair, all powers and duties of that office shall devolve upon the Vice-Chair, who shall continue to exercise such powers and duties until the Chair returns or the vacancy is filled.

Section 4. In case of the absence, disability, or refusal to act of the Chair and the Vice-Chair at any meeting of the Commission the members present may elect a Chair Pro Tem for that meeting by a majority vote of the members voting present. The Secretary shall determine whether a quorum is present by conducting a roll call vote.

Section 5. Agenda preparation is the responsibility of the Chair and the Secretary, or their designee. Any Commissioner may submit agenda items to the Chair for review and consideration for publication with the public Agenda packet in a timely fashion.

Section 6. The Chair shall receive requests by non-Commissioners to discuss a matter before the next Commission's meeting a minimum of ten days before the meeting date. The Chair may override this rule if they determine it is appropriate and within the time frame of the Brown Act.

Section 7. The Commission shall preserve the confidentiality of any personal information relating to individual juveniles. Written requests or an oral petition concerning a youth's welfare while housed in a County institution shall be presented at the Meeting of the Commission with redactions or abbreviated names, as necessary. The Supervising Judge of the Juvenile Court shall have the power to issue subpoenas requiring attendance and testimony of witnesses as well as production of documents at a specified hearing.

Section 8. The Commission may establish special or ad hoc sub-committees of its membership to perform task force functions on any matter within the jurisdiction of the Commission. Such Sub-committees will then set meeting times(s) and location(s), define its task, and submit any updates and/or findings in writing to the Commission.

Section 9 The Commission shall keep a complete record of the Commission's Agendas, Minutes, Monthly "packets," actions, and any exhibits or other materials the Commission deems helpful for its historical record.

ARTICLE VII
Amendment of Bylaws

These Bylaws can be amended at any regular meeting of the Commission by a two-thirds (2/3rds) vote of a quorum, providing that the amendment has been submitted in writing at the previous regular meeting of the Commission and is named on the agenda as a subject for discussion.

Ratified by the JJCPC and submitted to the BOS on _____(date).

Revised Deadlines & JH Inspection Subcommittee Meetings
Discussed on 9/15 and updated by Cynthia 9-21-23

1. Category Re-assignments

1. Will not be done - Classification and Intake
2. Jasmine Najera- Health and Mental Health Care
3. **Jasmine Najera**– Access *
4. **Cynthia Druley – Programming and Environment**
5. Will not be done – Training and Supervision of Employees
6. Kieran Kelly – Environment ? (Doc review and possible phone interviews)
7. **Deutron Kebebew** - Restraints, Room Confinement, Due Process & Grievances *
8. Ben Rice – Safety
9. Youth Interviews – (**everyone will do their own**)

2. Important dates/deadlines by individual team members

- By 9/18 team members should have reviewed the overall guideline and Specific Section template questions in the Conditions of Confinement document online
- Begun to review the documents for your section sent by Sara Ryan/Christine Bennett

Things to do THIS WEEK:

- Review JH docs and send any additional requests for additional materials to JH by 9/22/23 (Sara/Christine/Gerardo)
- Let Juvenile Hall know who you need to talk to & develop request to JH by 9/20
- Attend JDAI Instrument Zoom Training on 9/20 from 8am to 11am
- **Inspection Schedule day/time to be at JH on October 5 or 6:**
 - Cynthia: 10/5 and 10/6 – all day
 - Kieran: None (perhaps phone interviews with staff)
 - Deutron:10/6
 - Ben: 10/5: 11am to 3pm
 - Jasmine: 10/5 8am to 2pm, 10/6 all day
 - Youth Interviews: Kieran/Jasmine/Cynthia - TBD
- Ben will visit hall to talk with youth about interviews 9/19
- Deutron will test Mifi System at Hall on Tuesday 9/19

October Timeline (Zoom calls in **bold**. Ben will send invites)

- October 2: Interview questions finalized for youth Interviews (Cynthia/Jasmine/Deutron)
- October 5 or 6 : Inspection days (Cynthia will be there both days)
- **October 6 at 4pm: Zoom** call to discuss group feedback and impressions
- October 9 – Send final questions or requests for any add'l info request to JH

- October 12th – Each member has all entries complete on instrument to review stats and adds their comments to the google doc narrative draft (at least one paragraph on commendations and recommendations for your section)
- **October 16 at 3:30pm or later: Zoom** to review our draft of full narrative and commendations and recommendations
- October 20- Final Checklist and narrative to JH for their review and comments

November/December Timeline

- November 2 - JH Response to Committee for Committee Revisions to draft report (Sara at conf. 23-27th)
- **November 3 from 11am to 12pm** – Committee **Zoom** to discuss JH response and makes changes and sends to directly to full Commission and puts in meeting Packet
- November 9 - Commission Meeting Action Item: Approve JH Inspection Report
- November 13- Final report to Probation. This would provide Probation one week to finalize and entered in the BOS agenda management system by 11/21 (required date for 12/12/23 BOS meeting (final of the year).

Additional Available Background Materials from Cynthia upon request (not on the Annie E. Casey web portal):

1. 2022 JH Inspection Committee Final Narrative (with recommendations highlighted)
2. 2022 JH Inspection Probation response to Narrative and overall findings
3. 2022 JH Inspection Complete Report sent to the BOS (Narrative/responses/entire checklist)
4. Current Title 15 Minimum Detention Facility Requirements from BSCC (Bureau of State Corrections)
5. PDFs of the individual JDAI Assessment Checklists

JJDPC Steering Sub-Committee Agenda/Notes

Meetings are the 4th Tuesday of the month from 3-4pm

September 26 Meeting Notes:

1. Commission Admin Update - bring issues outlined in Justin Cummings email to the Commission. Have staff take “Action Item Minutes” and keep open the idea for future hybrid meetings and alternative locations
2. October Meeting Commission meeting agenda items agreed upon
 1. SB823 Update on facilities and programming for youth (Invite Jose to give update and discuss)
 2. Bylaws (Action item) and send to commissioners before
 3. Juvenile Hall inspection (info item)
 4. Admin support update (info item)
 5. New commissioners and include the roster of current members

October 24, 2023 suggested Agenda items so far:

1. How can we follow up on the September meeting conversation about the importance to getting to know each other and build relationships
2. Approve Juvenile Hall Inspection Report
3. Retreat time frame and agenda

Join Zoom Monthly Meeting at:

<https://us02web.zoom.us/j/4539542581?pwd=MTNGK2VoM3NMc0hSV3o1UHhqS0hJZz09>

SB 823
Sub-committee
September 27, 2023

Eli, Sandra and I met on zoom. Reyna, who is joining our sub-committee, was unable to make. Eli and Sandra gave me a lesson on sending out zoom links on the google calendar. Hopefully, that will help folks remember the meeting.

We have three youth remaining at Sonoma. One youth is at Rancho Cielo's culinary program and one youth is at the Fire Camp. Sonoma is still experiencing staffing issues especially when it comes to behavioral health. Youth are expressing concern that they are not receiving the treatment they need. One youth expressed that he is attempting to address the issues outlined by the court but that Sonoma doesn't have the resources to provide him adequate treatment.

The sub-committee will schedule monthly video conferences with the youth at Sonoma. Sonoma will let us know what works for them. CASA meets with their youth on a monthly basis as well.

Eli and Bev shared with Sandra Judge Vinluan's concern that the treatment needs of our youth at Sonoma are being met. We are hoping that meeting with the youth will help us get a better sense of how the youth are doing.

Bev has arranged for a tour of Rancho Cielo for October 19th at 1:30.

Bev shared that the Steering Sub-committee requested that the 823 sub-committee make a verbal report to the commission at our monthly meetings.

According to Jose Flores a contract with Merced has been sent to Merced but they have not signed it yet. Once they do it will go in front of our BOS. Concern has been expressed that Merced does not share similar values to our probation department. Hopefully probation will use Merced as a last option.

Cynthia shared that probation confirmed that only one family at a time can make use of the van. She indicated that it is a confidentiality issue. That would limit a youth's visit to once a month or less if all three families made use of the van.

Bev has met with the young man who recently was released from Sonoma via DJJ. He has been incarcerated since he was 15 and is now 20. He connected with Rising Scholars, is attending Cabrillo and has a CASA advocate. He is also looking for employment. Bev took him to open a checking account and to check out a community service opportunity (Second Harvest). He is feeling a bit overwhelmed.

Note: We have changed our meeting time to the fourth Wednesday of the month at 5pm. Our next meeting is **October 25th at 5** on zoom.