



Juvenile Justice Commission
and
Delinquency Prevention Commission

Joint Meeting

March 26, 2024
5:15 - 7:15 pm

Location and public participation instructions are attached

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 or raise their hand to speak, so that they may be recognized at the appropriate time.

Hon. Susan Etezadi
Presiding Judge
Juvenile Court
Superior Court

David Canepa
Board of Supervisors
District 5

Judith Holiber
Deputy County Counsel

Commissioners

Johanna Rasmussen
Chair

Karin Huber-Levy
Vice Chair
Administration

Ruchi Mangtani
Vice Chair
Membership

Zahara Agarwal

Paul Bocanegra

Whitney Genevro

Steve Grieb

Wesley Liu

Ameya Nori

Sathvik Nori

Susan Swope

Tiffany Uhila-Hautau

I. Preliminary Business

- A. Call to Order
- B. Translation Services for JJDPC meetings
- C. Roll Call and Establish Quorum
- D. Agenda Review and Approval

II. Oral Communications - Public Comment

This item provides an opportunity for public comment on items not on the agenda (Time limit – three (3) 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
- b. District Attorney
- c. Probation
- d. BHRS
- e. County Office of Education
- f. HSA: Children & Family Services



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IV. Supervisor David Canepa

V. Presentation: Project Cornerstone

VI. Commission: Communication Protocols

- Vote to formally adopt the communication protocols proposed by the San Mateo County Probation Department.

VII. Action Items (Huber-Levy)

- Probation: Diversion Data
- Probation: Strip Search Data

VIII. 24 Inspection Sign-Ups (Rasmussen)

IX. Liaison and Subcommittee Updates

- OYCR Office of Youth and Community Restoration: Grieb
- Reimagine Juvenile Hall: Bocanegra & Rasmussen

X. Matters of Commission Interest

XI. Adjournment of Joint Meeting



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Join In Person

Meeting Location:

The College of San Mateo

1700 W. Hillsdale Boulevard, San Mateo, CA 94402

College Heights Conference Room Building 10,

4th Floor, Room 401

Free parking is available near the entrance to Building 10.

[Campus Map](#)

Join Zoom Meeting

Please click the link below to join the webinar:

<https://smcgov.zoom.us/j/91464198820>

Webinar ID: 914 6419 8820

Spanish Translation services are available via Zoom videoconference

If you wish to speak to the Commission during public comment, you may raise your hand using Zoom with the Reactions button at the bottom of your screen, or indicate that you would like to speak if you are attending in person. If you have any materials that you wish distributed to the Commission and included in the official record, please send them via email to sanmateojidpc@gmail.com, prior to the meeting and attach the materials.

Next Meeting

Tuesday, April 30, 2024, 5:15 – 7:15 pm

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 Connie Juarez-Diroll cjuarez-diroll@smcgov.org at least 72 hours in advance of the meeting to 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.



Juvenile Justice and Delinquency Prevention Commissions

Communication Protocol

Proposed by: John Keene, Chief
San Mateo County Probation Department

Summary of Proposal

Stated Goals

To ensure communications between the San Mateo County Juvenile Justice and Delinquency Prevention Commissions and the San Mateo County Probation Department are consistent and timely and to increase responsiveness.

Formal Communications and Requests

Probation respectfully requests that formal communications between the Commissions and the Probation Department be done through the Chair of the Commissions and Chief of the Probation Department.

Communication and Requests: Subcommittee Chairs and Project Leads

Communication and requests between the Probation Department and the Commission's subcommittees, and project leads be made through the Chair of the Subcommittee and/or Project Leads and the Assistant Chief of the Probation Department (Michelle Kozul).

Communication and Requests for Data, Policy, and/or Historical Information

Communication and requests between Commissioners and the Probation Department that relate to data, policy, and/or historical information shall be made through the Probation Department's Custodian of Records and Assistant Deputy Chief (Moniay Wade).

Classification and Handling of Requests for Data, Policies, and Historical Records

The San Mateo County Probation Department will classify data, policy, and historical record requests originating from the San Mateo Juvenile Justice & Delinquency Prevention Commissions as general public record requests for information, and process such requests in accordance with the California Public Records Act.

Juvenile Justice Commission & Delinquency Prevention Commission
San Mateo County

Action Items from January 2024 Meeting:

1. RE: Agenda Item IV. Annual Inspection Report – BSCC:

- s. 1360 Searches – 5 authorization forms for strip searching were reviewed; technical assistance provided re updating language on form; new search authorization form implemented.

ACTION: follow up request to Probation for details on purpose of searches, confirmation of number of searches actually conducted during 2023 inspection year, and for a copy of the newly implemented search authorization form.

- Inspections by JJDPC – regarding institutions operated for dependent children of court, WIC refers to Group Homes, which are now STRTPs. Question arose as to how other CA JJs interpret the scope of their inspection mandate.

ACTION: follow up with other JJs to understand the parameters of their inspections of STRTPs. Also consult with counsel?

2. RE: Agenda Item III. Update from Probation:

- Probation reported 170 youth on diversion programs, no petitions filed and youth do not proceed to court.

ACTION: follow up on request to Probation for further details on the substance of the probation diversion programs (how many, how long, what is offered, what are outcomes).