



The Juvenile Justice and Delinquency Prevention Commission of San Bernardino County

Minutes for June 13, 2018

<p>Commissioners Earl Smith, Chairperson Joyce Frevert, First Vice Chairperson Dr. Frances Coles, Second Vice Chairperson Diana Martin, Secretary Edward Brantley Catherine Meister Dwayne Radden Sr. Dr. John David Reitzel</p>	<p>Courts Honorable Annemarie G. Pace</p>	<p>Probation Michelle Scray Brown, CPO Kimberly Epps, DCPO Yaquelin Galvan, POIII</p>
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Opening of the Meeting:

Chairperson Earl Smith called the San Bernardino County Juvenile Justice and Delinquency Prevention Commission meeting to order at 3:30 p.m.

Flag Salute

First Vice Chairperson Joyce Frevert led the Commission in the Pledge of Allegiance.

Roll Call

Chairperson Earl Smith conducted roll call.

Excused: Diana Martin

Guest(s): Hannah Henderson and Don English

Approval of Minutes

Motion to approve the minutes for May 9, 2018, was made by First Vice Chairperson Joyce Frevert, seconded by Second Vice Chairperson Dr. Frances Coles, and passed unanimously.

Judge's Remarks

Honorable Annemarie G. Pace

- Due to scheduling conflicts, Judge Pace is unable to attend a JJDPC meeting until approximately September 2018. Any new Commissioners can be sworn in at the San Bernardino County Juvenile Court. Coordinator Galvan will maintain contact with Judge Pace and update the Commission with any pertinent information.

Chief's Remarks

Division Director II Stephanie Roque, on behalf of Chief Probation Officer Michelle Scray Brown

- The department is currently recruiting for Food Service Worker, Probation Corrections Officer and Probation Officer.
- Burton Thrall School special events – Central Valley and High Desert Juvenile Detention and Assessment Centers continue to host special events for youth:
 - Magic Show
 - Petting Zoo
 - 2nd Chance Ranch (Equestrian)
 - Inflatable Obstacle Course

Coordinator's Remarks**Probation Officer III Yaquelin Galvan**

- The Board of State and Community Corrections (BSCC) lock-up inspections have been confirmed with only six inspections left to complete. Once all inspections are completed the final outcomes will be submitted to Chief Probation Officer Michelle Scray Brown and Judge Annemarie Pace.
- All commissioner mileage reimbursement forms have been submitted for processing to San Bernardino County Probation's Fiscal Department. According to Welfare and Institutions Code 231 it states the reimbursement expenses for mileage may not exceed \$25 each month.
- The California Probation, Parole & Correctional Association (CPPCA) conference has been confirmed for September 6, 2018 in San Diego. The appropriate paperwork will be submitted to the Board of Supervisors for approval. Once approved, Chairperson Earl Smith and Secretary Diana Martin will be registered for the conference.
- The manual for the JJDPDC commission has been updated and given to the executive committee for review. Once the manual is finalized by the executive committee, a copy will be provided to each Commissioner and the manual will be posted on the probation website.
- The nomination form for the JJDPDC Service to Youth Awards has been updated and sent out to local agencies. The form will also be sent to the Commission electronically.
- The location for the JJDPDC Service to Youth Awards has yet to be determined as the Board of Supervisors chambers will be under construction during the month of October.
- Presented information on the JJDPDC at the Gangs and Drugs Task Force meeting. Flyers and brochures were handed out, as well as the nomination form for the awards ceremony.
- Discussed the idea of creating a PowerPoint about the commission so that Commissioners can use it for recruitment events and presentations.
- The JJDPDC application has been updated to include education information.

Chairperson's Remarks**Chairperson Earl Smith**

- Requested an update on the business cards for the commission. Coordinator Galvan stated that she will follow up with more information on this matter.
- The congratulatory letter for Probation Officer Joseph Turner will be sent congratulating him for winning the Officer of the Year award through the International Footprint Association.
- Sonoma County has reported having issues with group homes and their inspections. The commission plans to review what its responsibilities are regarding group home inspections.
- The committee for the Teacher's Awards Ceremony received a list of all schools in the county. The committee will work towards narrowing down the criteria for the award ceremony.
- The Commission would like to create a list of trends they've noticed at the facilities they're inspecting in order to go over the information found.
 - For example: See what has attributed to the decrease of youth in secure facilities.

New Business

- Coordinator Galvan stated she is working on ordering shirts for the Commission. The shirts can be worn to represent the JJDPDC at events.

Roundtable**Commissioner Edward Brantley**

- The PAL center is currently enrolling students in summer school classes for grades 7-12.
- A new resource center has opened in San Bernardino, with hopes to assist with securing employment and providing necessary training.

Commissioner Dwaine Radden Sr.

- Thanked Second Vice Chairperson Dr. Frances Coles for her guidance during the facility inspections. Discussed the idea to have “Training Commissioners”, which would pair experienced Commissioners with new Commissioners in order to train them on the inspections.

Adjournment

Meeting adjourned by Chairperson Earl Smith at 4:14 p.m.

The next JJDPDC meeting will be held on

August 8, 2018

3:30 p.m.

Location: 175 West 5th St., 3rd Floor, Room 300

San Bernardino, CA 92415

**** Meeting subject to change; details to be emailed to members****