

Hon. Susan Etezadi
Presiding Juvenile
Court Judge, Superior
Court



Judith Holiber
Deputy County Counsel

Juvenile Justice and Delinquency Prevention Commission
January 26, 2020
5:15pm – 7:15pm
Remote Access Only – Public participation instructions attached

Commissioners

Antoinette Barrack
Co-Chair

Debora Telleria
Co-Chair

Rebecca Flores
Co-Vice Chair

Sonoo Thadaney
Co-Vice Chair

Paul Bocanegra

Monroe Labouisse

Sathvik Nori

Susan Swope

Melissa Wilson

Douglas Winter

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. Administrative Business (5:15-5:30)**
 - a. Call to Order
 - b. Roll Call and Establish Quorum
 - c. Welcome and Introductions
 - d. Agenda Review and Approval
 - e. Approval of Minutes of November 24, 2020
 - f. Review/Readopt JJDPC Operating Policies (July, 2020)
 - g. Swearing in of new Commissioners Rasmussen and Willis
 - h. Swearing in/Reappointment of Commissioners Barrack, Labouisse, Swope, Wilson
- II. Oral Communications (5:30-5:35)**

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 and Trends (5:35-6:05)**
 - a. Court (Etezadi)
 - b. Private Defender Program (Rayes)
 - c. District Attorney's Office (Baum)
 - d. Behavioral Health & Recovery Services (Pena)
 - e. County Office of Education (Littrell)
 - f. Probation (Clark, Stauffer)
- IV. 2020 Inspection Wrap Up (6:05-6:10)** (Labouisse)
- V. Approval of JJDPC 2020 Annual Report (6:10-6:15)**
- VI. Plans for 2021 (6:15-6:25)** (Barrack, Telleria)
- VII. Strategic Plan Update Approval (6:25-6:55)** (Labouisse)
- VIII. Project Reviews (6:55-7:05)**
 - a. Develop Truancy Strategy (Swope)
 - b. Communicate with Elected Officials (Bocanegra, Labouisse)
- IX. Community Ambassador, Coordinator Reports (7:05-7:15)**



JJDPC Meeting, January 26, 2021 Public Participation Instructions

Pursuant to the Shelter in Place Orders issued by the San Mateo County Health Officer and the Governor, and the CDC's social distancing guidelines which discourage large public gatherings, the Juvenile Justice and Delinquency Commission's meetings will be held remotely with public access available by videoconference.

Topic: JJDPC January Meeting

Time: January 26, 2021 5:15 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82582526353>

One tap mobile

+16699006833,,82582526353#

Dial in: (669) 900 6833

Meeting ID: 825 8252 6353

For public access, please email JJDPC Co-Chair Toni Barrack (tonibarrack@gmail.com) for password no later than 4:30 p.m. on January 26, 2021..

We highly recommend you use a computer or iPad type device and activate the camera feature vs. calling in only on audio. To call in via phone (preferably, but not necessarily with a camera), see instructions below.

**Next Meeting: Tuesday, February 23, 2021, 5:15 – 7:15 p.m.
Location: To Be Announced**

MEETINGS ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES. INDIVIDUALS WHO NEED SPECIAL ASSISTANCE OR A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR WHO HAVE A DISABILITY AND WISH TO REQUEST AN ALTERNATIVE FORMAT FOR THE AGENDA, MEETING NOTICE, AGENDA PACKET OR OTHER WRITINGS THAT MAY BE DISTRIBUTED AT THE MEETING, SHOULD CONTACT SECRETARY TONY BURCHYNS (650) 312-8878 AT LEAST 72 HOURS BEFORE THE MEETING AS NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE COUNTY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING AND THE MATERIALS RELATED TO IT. ATTENDEES TO THIS MEETING ARE REMINDED THAT OTHER ATTENDEES MAY BE SENSITIVE TO VARIOUS CHEMICAL BASED PRODUCTS.

If you wish to speak to the Committee, please fill out a speaker's slip. If you have anything that you wish distributed to the Committee and included in the official record, please hand it to the County Manager who will distribute the information to the committee members.



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

Minutes of the Juvenile Justice & Delinquency Prevention Commission

November 24, 2020 | 5:15-7:15 pm
Remote Meeting

MINUTES

Commissioners Present: Co-Chair, Toni Barrack; Co-Chair, Debora Telleria; Paul Bocanegra; Monroe Labouisse; Sathvik Nori; Susan Swope; Melissa Wilson; Douglas Winter

Commissioners Absent: Vice-Chair Rebecca Flores

Additional Attendees:

Judge Susan Jakubowski – Juvenile Court

Brian Evans – Potential Commissioner

Karin Huber-Levy – Potential Commissioner

Georgia Jack – Potential Commissioner

Tom Leung – Potential Commissioner

Jamie Platt – Potential Commissioner

Aurora Pena – Behavioral Health & Recovery Services

Austin Willis – Youth Commission Liaison

Sophia Brink – Legislative Aid for Supervisor Canepa

Kate Hiester – Fresh lifelines for Youth

Johnna Rasmussen – Potential Commissioner

Amy Radovich – Community Member

I. Administrative Business

- a. **Call to Order:** Co Chair Telleria called the meeting to order at 5:19 p.m.
- b. **Roll Call and Establish Quorum:** A quorum was established at 5:19 p.m.
- c. **Welcome and Introductions**
- d. **Agenda Review:** Approved as distributed.
- e. **Approval of Minutes:** Approved as distributed.
- f. **Application Review:** Commissioner Swope made a motion to recommend Austin Willis as a Commissioner. Commissioner Barrack seconded the motion. The motion passed unanimously.

II. Oral Communication: *None*

III. Slate of Officer Nominations

- a. Debora Telleria and Toni Barrack were nominated as Co-Chairs, Melissa Wilson was nominated as Co-Vice Chair of Membership, and Rebecca Flores was nominated as Co-Vice Chair of Administration. Commissioner Swope motioned that the Commission elects the slate of officers as proposed. Commissioner Labouisse seconded the motion. The motion passed unanimously.



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IV. Department Highlights

- a. **Juvenile Court** (Jakubowski)
 - Both courts are in operation and continue to allow clients to appear via Zoom during COVID.
 - The court is considerate of the hindrances caused by the pandemic and does their best to accommodate on a case by case basis.
- b. **Private Defender Program** (Telleria)
 - Preparing for law SB203, which states that youth 17 or younger consult with legal counsel prior to a custodial interrogation and before waiving any of their Miranda Rights. The law goes into effect on January 1, 2021.
 - Attorneys are currently on call 7 days a week 24 hours a day to handle any calls to consult with youth who are arrested.
- c. **Behavioral Health & Recovery Services** (Pena)
 - Telework therapy session continues in the facility and in the community by phone or teleconference.
 - Therapy is offered and encouraged but not always accepted by the youth. Sometimes therapy is ordered by the court.
- d. **Probation** (Barrack)
 - There are 11 youth in YSC and three girls at Camp Kemp.
 - New youth tested positive for COVID and the facility will remain on public health 28-day outbreak status with more limitations and restrictions.
 - 238 youth on probation.
 - Probation will be attending our meetings again beginning January 2021.

V. Inspections Update

- a. Final copy of the YSC and Camp Kemp inspection reports to be approved
 - Commissioner Labouisse, moved to approve the YSC inspection with the inclusion of the proofreading edits he forwarded and the edits Commissioner Wilson forwarded via email. The motion passed unanimously.
 - Commissioner Swope moved to approve the Camp Kemp inspection. The motion passed unanimously.

VI. Strategic Project Milestone Reviews

- a. **Develop Truancy Strategy** (Swope)
 - Continues to discuss ways to reduce truancy.
 - Committee is still in fact finding phase.
- b. **Parent Handbook** (Swope)
 - Ready for publication. Electronic and paper copies will be available.
 - Other counties would like to use it as a template for their counties.



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- c. Describe Existing Transition Programs** (Labouisse, Telleria)
 - Produced report outlining the current state of mental health substance abuse programs and transitional programs in San Mateo County. It identifies the programs and facilities that are currently available.
 - Conducted interviews with 10 individuals to discuss the current state of mental health, substance abuse and transition services in San Mateo County and to identify gaps in services and areas for improvement.
- d. Marketing Strategy** (Barrack, Nori)
 - Presented the final report at the last meeting and completed the refresh of the JJDPC website. It is now accessible and easy to navigate. The site hosts inspection reports, annual reports, link to the resource guide, and our strategy. The parent guide book will be available soon, as well as the transition project report.
- e. Elected Officials** (Bocanegra, Labouisse)
 - Met with all five of the members of the Board of Supervisors and have developed good relationships with all of them. They all are supportive of the JJDPC strategy.
- f. Youth Recruitment** (Wilson, Telleria)
 - Recruitment of youth, especially those with lived experience has been difficult.
 - Six youth expressed have expressed interest in the past few months, but other than Austin, none have attended monthly JJDPC meetings.

VII. Summary of Programs and Projects (Barrack)

- a.** The Commission made a lot of progress in 2020 towards achieving its aspirations, including a new structure for 2021 and strengthening relationships with our stakeholders.
- b.** The strategy committee will meet in December and January to review and update the 2020 strategic plan. They will present the new strategy and potential projects at the January 2021 JJDPC meeting.

VIII. Youth Commission (Nori and Willis)

- Held meeting on November 19th.

IX. Announcements: *None*

Meeting adjourned 7:15 p.m.



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

Next Meeting: Tuesday, January 26, 2021

COUNTY OF SAN MATEO

JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION

OPERATING POLICIES

REVISED JULY28, 2020



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OPERATING POLICIES OF THE JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION

ARTICLE I - PURPOSE AND AUTHORITY

- A. The Commission shall be known as the San Mateo County Juvenile Justice and Delinquency Prevention Commission.
- B. The legal authorization for the establishment and operation of the Juvenile Justice Commission of San Mateo County, California is set forth in California Welfare and Institutions Code, Sections 225 through 231. The legal authorization for the establishment and operation of the Delinquency Prevention Commission of San Mateo County, California is set forth in California Welfare and Institutions Code, Sections 232 through 236. These policies are intended to supplement the governing provisions of State Law and aid the Commission in more effectively discharging its statutory duties and responsibilities. If one part of these policies is found to be invalid because it conflicts with State Law, no other part of these policies shall be affected by such finding of invalidity.
- C. It is the mission of the San Mateo County Juvenile Justice & Delinquency Prevention Commission to be a public conscience in the best interest of juveniles. The Commission advocates for programs and services that prevent youth entry into the juvenile justice system and promotes respect for the human dignity of all minors who do enter the system.

ARTICLE II - MEMBERSHIP AND TERM OF OFFICE

- A. Members. By law, the Commission shall consist “of not less than seven (7) and no more than fifteen (15) citizens. Two or more members shall be persons who are between 14 and 21 years of age, provided there are available persons between 14 and 21 years of age able to carry out the duties of a Commission member in a manner satisfactory to the appointing authority.” (W&I Code Section 225)
- B. Appointments. When a vacancy occurs due to the expiration of a member’s term of appointment, the Presiding Judge of the Superior Court, with the concurrence of the Presiding Judge of the Juvenile Court, shall appoint a successor for a term of four (4) years to the Juvenile Justice Commission. Newly appointed members are notified by the Court prior to the next Commission meeting and are administered the oath of office by the Presiding Judge of the Juvenile Court or his/her designee.
- C. Commission Responsibility. It is the responsibility of the Commission Chair(s) to keep the Presiding Judge of the Juvenile Court and the Board of Supervisors apprised of membership status. In advance of a vacancy the Commission shall recruit, screen, and recommend candidates for the appointment.
- D. Vacancy. “When a vacancy occurs for any reason other than the expiration of a term of office, the appointee to fill such vacancy shall hold office for the unexpired term of his or her predecessor.” (W&I Code Section 225)

- E. Leave of Absence. A leave of a definite period of time may be granted a Commissioner by the membership, taking into account current membership and number of leaves of absence in effect when the leave is requested.
- F. Resignation. A member unable to continue active service should submit a written resignation to the Commission Chair(s).
- G. Regular Attendance. If a member finds it impossible to attend a regular Commission meeting, the member shall notify the Commission's Chair(s) or Vice Chair-Administration. If unable to attend a committee meeting, inspection, or hearing, that member shall notify the member in charge. Failure to provide notice prior to missing a Commission meeting shall be an unexcused absence.

Any Commissioner who accumulates three unexcused absences from regular Commission meetings during the Calendar Year shall be considered by the Commission as having resigned from the Commission. This information will then be forwarded to the Presiding Judge of the Juvenile Court for subsequent ratification.

The failure of any Commissioner to participate in the required inspections shall be subject to the review by the Commission concerning continued membership in the Commission.

- H. Commissioners in Good Standing. A Commissioner in good standing is one who has been administered the oath of office, has not accumulated three unexcused absences from regular Commission meetings during the Calendar Year, and has participated in required inspections, unless excused by the Chair.

ARTICLE III - DUTIES

- A. It is the duty of the Commission to inquire into the administration of justice in a broad sense, including, but not limited to, operation of the Juvenile Court, Probation Department, Human Services Agency, and Law Enforcement.
 - 1. For this purpose, the Commission shall have access to all publicly administered institutions authorized or whose use is authorized by Chapter 2 of the Welfare and Institutions Code (W&I Code Section 229)
- B. The Commission shall annually inspect institutions, any jail or other secure custody facility within the county which may be used for confinement of any minor; also, institutions operated

for dependent children of the Court. It shall report the results of such inspection, together with its recommendations based thereon, in writing, to the Juvenile Court Judge, the Chief Probation Officer, and the Corrections Standards Authority.

- C. The Commission may hold hearings to gain information beyond the inspection of institutions and utilize, with the concurrence of the Judge, the subpoena power of the Juvenile Court requiring attendance and testimony of witnesses and production of papers.
- D. Juvenile justice policy matters are a concern of the Commission. Recommendations will be made to the Juvenile Court and/or any other responsible policy-making body, as appropriate.
- E. The Commission is actively concerned with the provision of appropriate and adequate services and facilities by city, county, and state governments.
- F. The Commission, as the Delinquency Prevention Commission, may make inquiries into the status of youth service programs, public and private.
- G. Delinquency prevention policy matters are a concern of the Commission. Recommendation will be made to the Board of Supervisors and/or any other responsible policy-making body, as appropriate.

ARTICLE IV - OFFICERS

The officers of the Juvenile Justice/Delinquency Prevention Commission of San Mateo County shall be: Chair(s), Vice Chair-Membership, and Vice Chair-Administration. The San Mateo County Chief Probation Officer shall provide administrative staff and clerical support to assist the Commission in carrying out its mandate.

- A. The Chair(s) shall appoint a nominating committee consisting of members of the Commission, not later than the October meeting of each year, and shall designate the nominating committee chairperson. The nominating committee shall report its recommended slate to the Commission at the final meeting of the year. Nothing in this section shall be construed to prevent members of the Commission from nominating any Commission member for any office of the Commission for the ensuing year.
- B. The Chair(s) and Vice-Chair(s) of the Commission shall be elected from the members of the Commission by a roll call vote of the members present at the Commission's final meeting of the year. To be elected, the officer candidates shall each receive the votes of a majority of the Commission in attendance.
- C. The officers shall hold their offices commencing January 1st for one year or until their successors shall be duly elected.
- D. In the event of a vacancy in the office of Chairs(s) and Vice-Chair(s), by death, resignation, or otherwise, the Commission shall immediately nominate and elect a successor to the vacant office for the remainder of the normal term of office.

- E. The Chair(s) shall preside at all meetings of the Commission at which he/she is present. He/she shall perform such duties and shall exercise such powers as usually pertain to the office of the Chair(s) and shall also have such additional powers as may be granted by the Commission.
- F. In the absence of the Chair(s), one of the Vice Chair(s) shall preside at all meetings of the Commission and shall perform such other duties as may be enjoined by the Commission. In case of absence of the Chair(s), or if there be a vacancy in the office of the Chair(s), all the powers and duties of that office shall devolve upon the Vice Chair(s).
- G. The structure of the Commission will include the following roles and responsibilities, where possible:
- Chair(s)
Provides overall leadership of JJDPC and leads discussions on annual commission priorities. Responsible for developing meeting agendas, running meetings, editing meeting minutes and producing an annual report. Chair(s) issues external communication on behalf of JJDPC or assigns a commissioner to issue external communications.
 - Vice Chair - Membership
Stands in for the Chair(s) as needed. Responsible for overseeing recruitment processes of new JJDPC members, the membership application and approval process, and orientation of new commissioners.
 - Vice Chair - Administration
Stands in for the Chair(s) as needed. Responsible for maintaining and updating commission materials and on-line resources. Takes meeting minutes.
 - Project Lead(s)
Responsible for developing a project plan including goals, milestones, and deliverables. Implements approved project plan on schedule and reports to Commission.
 - Inspection Coordinator
Responsible for keeping inspection forms current; sign-up process for inspections, editing reports, oversight of approval process, and preparation of letters and final reports as required.
 - Legislative Coordinator
Responsible for tracking and analyzing legislation that affects youth who come into contact with the SMC justice system. Keeps Commission informed.
 - Marketing/Communication Coordinator
Responsible for the implementation of the JJDPC marketing and communication strategy. Provides oversight of the JJDPC web site.
 - Liaisons (i.e. Probation, Court, etc.)
Responsible for maintaining relationships and ensuring each party is informed on areas of common interest; keeping current on relevant issues; and updating full commission on areas of interest.

- Community Ambassadors (i.e. JJCC, Diversity & Equity Council, etc.)
Represents JJDPC at stakeholder meetings as appropriate. Informs Commission of issues relevant to the JJDPC mission.

H. A county assigned Juvenile Justice & Delinquency Prevention Commission staff person will provide administrative services including, but not limited to, maintaining membership files, assisting with commissioner on boarding, and posting agendas, materials and reports on appropriate county sites 72 hours prior to the Commission meeting.

ARTICLE V - SUBCOMMITTEES

- A. The Commission may establish ad-hoc or standing committees of its membership to perform fact-finding functions in any matter under jurisdiction of the Commission. For each committee established, the Commission Chair(s) shall appoint one of the Commission members as the committee chairperson. A committee may have members other than persons who are members of the Commission. A committee shall report its findings of fact at a meeting of the Commission, at which time the whole Commission shall consider such findings.
- B. The purpose and scope of each ad-hoc or standing committee shall be recorded in the minutes of the Commission.
- C. Each ad-hoc or standing committee chairperson shall be responsible for keeping records of all actions and reports, and shall submit these records to the Commission on a regular basis.

ARTICLE VI - ORGANIZATION PROCEDURES

- A. The rules of parliamentary law embraced in Robert's RULES OF ORDER (Revised) shall serve as a guide in meetings of the Commission in all cases in which such rules are not inconsistent with these policies.
- B. Meetings. The Commission shall meet on the last Tuesday of each month except December, unless this time is changed by the Commission. A schedule of meeting times, dates, and places shall be posted from time to time by the Commission.

- C. Meeting Time. At each meeting of the Commission, the Chair(s) shall call the meeting to order at a regular time set from time to time by the Commission.
- D. Quorum. Quorum will be one/half plus one of the Commissioners in good standing.
- E. Notice. Notice of meetings of the Commission will be as provided by the Brown Act.
- F. Meeting Agenda. The Chair(s) shall approve an agenda for each regular meeting of the Commission that shall be distributed to each member of the Commission at least four business days in advance of each regular meeting. The agenda shall consist of a list of items to be considered at each regular meeting which are described in sufficient detail to give notice about business to be considered at the meeting. Nothing in this section shall be construed to prohibit the introduction of agenda items, which through exercise of due diligence could not have been placed on the agenda and which require early action by the Commission. Members of the Commission desiring to place items on the agenda should contact the Chair(s). Any member of the Commission at any meeting may bring up items introduced solely for informational purposes and which involve no request for immediate action by the Commission.
- G. Suspension of Order of Business. The order of business may be suspended at any time during any meeting of the Commission by a majority vote of the members present.
- H. Action by the Commission. The Commission may take action on matters properly before it, only at a regular or special meeting. The authority of the Commission may only be exercised as a whole Commission, and only at such meetings as duly and legally called and constituted. Individual members acting in their individual capacities have no authority to commit the Commission to any policy determination or course of action unless the Commission has previously authorized or subsequently ratified such act by that individual member of the Commission.
- I. Voting. All voting is on the basis of one vote per member. Members must be in good standing to vote. Members must be present to exercise their vote.
- J. Written Record of Commission Proceeding. The official record of proceedings of Commission meetings shall be known as the minutes, and shall be a record of the actions taken by the Commission. At the subsequent meeting, minutes shall be approved by a majority vote of the members present at that time. The minutes, when approved by the Commission, shall be the official records of the proceedings at which they were taken. The minutes shall be retained as required by State law.
- K. Press Releases. Only the Chair(s) of the Commission or his/her designee shall issue press releases on behalf of the Commission.
- L. Release of Information. The Juvenile Justice and Delinquency Prevention Commission of San Mateo County may conduct inquiries involving minors in the juvenile justice system. Because of the confidential and sensitive nature of these inquiries, the Commission may choose to write an executive summary of its final report. If the Commission determines to publicize its

findings and recommendations, it will use the executive summary and not the final report. The decision to release an executive summary will be made by the full Commission.

- M. Contact with Public and Agency Personnel. The Chair(s) or other Commissioner designated by the Commission shall be spokesperson with County agencies and/or personnel as well as the media. It is the policy that Commissioners work in teams of two or more in speaking for the Commission or in gathering information on behalf of the Commission, except in assigned committee representation.
- N. Correspondence. All correspondence on behalf of the Commission will be sent only with the approval of the entire Commission or the Chair(s). Correspondence shall reflect the title of Chair(s).
- O. Special Meetings. Special meetings of the Commission shall be called, as deemed necessary.
- P. Annual Meeting. The Commission shall hold an Annual Meeting in the month of January, at the regular meeting of the Commission. At the Annual Meeting the Commission shall:
 - 1. Readopt these operating policies which are then in effect, along with any proposed amendments thereto, for approval by a majority vote.
 - 2. Review its prior year's activities.
 - 3. Establish the Chair's vision for the next year.
- Q. Commission Retreat. The Commission may hold a Planning Retreat Meeting if so desired, on a day most convenient to all members. The purpose of the retreat will be established by the members at a regularly scheduled meeting.
- R. Written Communications to the Commission. All written communications addressed to the Commission or any member thereof involving policy matters which are properly the concern of the Commission shall be placed on the agenda of the next meeting of the Commission held after receipt of the written communication.

These Operating Policies shall be revised as necessary to continue in conformance with the Welfare & Institutions Code and other applicable State law. They shall be reviewed as needed by the Commission.

Amended July 28, 2020



SAN MATEO COUNTY
JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION
222 PAUL SCANNELL DRIVE • SAN MATEO, CA 94402

2020 ANNUAL REPORT

JANUARY 1, 2021

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Executive Summary

In 2020 the San Mateo County Juvenile Justice and Delinquency Prevention Commission (JJJPC) focused on:

- putting a greater emphasis on delinquency prevention;
- reaching out to underserved communities and those who serve them; and
- developing a strategic plan to guide our work.

In the Spring, the JJJPC voted unanimously to approve a 2020 Strategic Plan, which included a new mission statement, corresponding aspirations for our community, and a list of eleven projects that align with the aspirations. Of these projects, the Commission chose to focus on five projects, three that were completed in 2020 and two that will continue into 2021. In addition, the Commission completed the Parent Guidebook, a project that began in 2019. The Strategic Plan is being reviewed and updated for 2021 and new projects will be voted on at the January 2021 JJJPC meeting.

In July 2020, the JJJPC voted unanimously to adopt revisions to the JJJPC Operating Policies that updated the Commission structure effective January 2021. The new structure is designed to improve the Commission's effectiveness, better define roles, and allow for a more equitable distribution of work. Two new Co-Vice Chair roles will focus on membership and administration. Other roles outlined in the revised Operating Policies include Court and Probation liaisons, an Inspection Coordinator, a Legislative Coordinator, a Marketing and Communications Coordinator, Project Leads, and Community Ambassadors.

The COVID pandemic delayed the start of inspections for 2020, which were conducted between August 11, 2020 and October 5, 2020. The JJJPC inspected the Youth Services Center (YSC), Camp Kemp, Canyon Oaks Youth Center, and the schools associated with all three of these facilities. No police stations in San Mateo County held youth in secure detention in 2019, therefore we did not inspect any of them. Most of the inspection work was conducted remotely, via videoconference interviews and electronic review of materials.

The JJJPC suffered a tragic loss in August 2020, with the passing of Commissioner Gibbs. She was a compassionate teacher, educator, community activist and family counselor. She served as a dedicated Commissioner on the San Mateo JJJPC from January 2015 through July 2020. She will be fondly remembered by her fellow Commissioners, colleagues, and the many students whose lives she touched. We dedicate this annual report to her memory.

JJDPC Authority

San Mateo County's Juvenile Justice and Delinquency Prevention Commission (JJDPC) is a combination of a state-mandated, court-appointed Juvenile Justice Commission and a Board of Supervisors-appointed Delinquency Prevention Commission. Resolution No. 070307 of the San Mateo County Board of Supervisors established the combined JJDPC as of August 4, 2009.

California Welfare and Institutions Code (CWIC) Sections 225-232 mandate that each California County shall have a Juvenile Justice Commission (JJC). The duty of the JJC is to inquire into the administration of justice in the juvenile courts of the county or region in which the commission serves. The JJC inspects any publicly administered institutions in the county at which juveniles are held. It also inspects any County jail or lockup that has confined any minor for more than 24 hours in the previous calendar year, and may inspect any group home located in the county that serves county wards.

CWIC Sections 233-236 authorizes a county's board of supervisors to establish, support, and maintain a Delinquency Prevention Commission, of not fewer than seven citizens, to coordinate on a countywide basis the work of governmental and Non-Governmental Organizations (NGOs) engaged in activities designed to prevent juvenile delinquency.

Commission Structure

On July 28, 2020 the JJDPC voted to approve changes to the San Mateo County JJDPC Operating Policies. Changes to section IV – Officers included the addition of a new commission structure. The new structure effective January, 1, 2021 is described below.

Chair(s)

Provides overall leadership of JJDPC and leads discussions on annual commission priorities. Responsible for developing meeting agendas, running meetings, editing meeting minutes and producing an annual report. Chair(s) issues external communication on behalf of JJDPC or assigns a commissioner to issue external communications.

Vice Chair - Membership

Stands in for the Chair(s) as needed. Responsible for overseeing recruitment processes of new JJDPC members, the membership application and approval process, and orientation of new commissioners.

Vice Chair - Administration

Stands in for the Chair(s) as needed. Responsible for maintaining and updating commission materials and on-line resources. Takes meeting minutes.

Project Lead(s)

Responsible for developing a project plan including goals, milestones, and deliverables. Implements approved project plan on schedule and reports to Commission.

Inspection Coordinator

Responsible for keeping inspection forms current; sign-up process for inspections, editing reports, oversight of approval process, and preparation of letters and final reports as required.

Legislative Coordinator

Responsible for tracking and analyzing legislation that affects youth who come into contact with the SMC justice system. Keeps Commission informed.

Marketing/Communication Coordinator

Responsible for the implementation of the JJDPC marketing and communication strategy. Provides oversight of the JJDPC web site.

Liaisons (i.e., Probation, Court, etc.)

Responsible for maintaining relationships and ensuring each party is informed on areas of common interest; keeping current on relevant issues; and updating full commission on areas of interest.

Community Ambassadors (i.e., JJCC, Diversity & Equity Council, etc.)

Represents JJDPC at stakeholder meetings as appropriate. Informs Commission of issues relevant to the JJDPC mission.

Commission Membership

CWIC Section 225 requires that the Juvenile Justice Commission (JJC) consist of at least seven and no more than 15 citizens. Two seats are to be occupied by individuals between 14 and 21 years of age, if such individuals are available. Section 233 states that the Delinquency Prevention Commission (DPC) should have no fewer than seven members and that the Board may designate the JJC to serve in that capacity.

As of December 31, 2020, the Commission was composed of the following 10 commissioners:

- **Antoinette (Toni) Barrack**, Co-Chair is a retired corporate executive with experience in finance, planning and administration. She has served on boards of several Bay Area nonprofit organizations and has actively volunteered to promote conflict resolution, community engagement, and the value of nature to educate and inspire youth. As a co-chair of the JJDP, she is dedicated to engaging a wide variety of stakeholders and partners in a collective effort to understand why youth enter the juvenile justice system and the most effective means of prevention and rehabilitation.
- **Debora Telleria**, Co-Chair is a retired marketing and business development executive. Since retiring she has focused her energy on helping marginalized youth. She started her community service as a Court Appointed Special Advocate (CASA) for youth in the juvenile justice system. In addition to her work as a co-chair on the JJDP, she also volunteers as a law program facilitator for Fresh Lifelines for Youth (FLY); as a tutor for Reading Partners; and a candidate evaluator for the Peninsula College Fund.
- **Rebecca Flores**, Co-Vice Chair is a Human Resources professional at Stanford University. She obtained a Bachelor's degree in Sociology, Community and Criminal Justice and a Master's degree in Public Admin. While in grad school she wrote a policy recommendation for San Mateo County's Sheriff's Office on how to implement evidence-based programs in jails to reduce recidivism rates. Since then, she has been very involved in finding resources to support her recommendation. She started her work by joining the San Mateo County Youth Commission, then joined the Commission on the Status of Women and is now the JJDP Co-Vice Chair. She is committed to serving and educating her community, advocating for underserved youth, and providing rehabilitative resources that will support the youth in our juvenile justice system.
- **Sonoo Thadaney**, Co-Vice Chair serves as the executive director of the Stanford Presence Center at the Stanford University School of Medicine. Her focus is on Equity, Access, Inclusion. After 9/11, she trained and engaged in mediation and restorative justice work. She creates and delivers curriculum for leadership development; decision + conflict coaching; and preventing, resolving + leveraging conflict for constructive change on and off-campus. She has volunteered at the Youth Services Center, San Mateo County Superior Court, and at the Redwood City Women's Jail.
- **Paul Bocanegra**, is the cofounder of Reevolution Group, a human rights watch officer for the Children's Division of Human Rights Watch, and a certified drug and alcohol counselor. Paul was sentenced to life without parole when he was 16 years old and served more than 25 years in adult prison. He describes himself as a survivor of Juvenile LWOP and the California prison system. Today Paul works to reform the juvenile criminal justice system by sharing his experiences and struggles within the juvenile and adult systems and institutions.

- **Monroe Labouisse** is a former Silicon Valley executive who is now dedicated to civic and political projects. His tech company jobs included running Customer Service and Trust & Safety for Airbnb, and Consumer Protection for eBay and PayPal. He is now a Mentor to young men on probation through CASA of San Mateo, where he is also a Peer Supervisor, and he is a Mentor through Peninsula Bridge, which supports underserved teens aspiring to go to and complete college. On the JJDPC, Monroe works on mental health and substance abuse program access for at-risk youth.
- **Sathvik Nori** is a senior at Menlo-Atherton High School. He joined the JJDPC after witnessing the injustice present in school discipline that results in the school to prison pipeline. He is also the chair of the San Mateo County Youth Commission and Student Trustee for the Sequoia Union High School District. He is working on raising greater awareness of the problems facing youth offenders in the country.
- **Susan Swope** retired as Deputy Director, International Information Integrity Institute at SRI Consulting. She is an active volunteer committed to social justice. She is a Lay Chaplain for the San Francisco Archdiocese, leading communion services at the Youth Services Center, and a mediator for the Peninsula Conflict Resolution Center and the Superior Court's Juvenile Offender Mediation Program. She served on the board and co-chaired the Restorative Justice Committee for the Society of St Vincent de Paul. Susan has also facilitated Alternatives to Violence Workshops for the incarcerated as well as the general community. She is committed to helping youth meet and overcome their challenges to lead successful, productive lives.
- **Melissa Wilson** is a former high school teacher, interior designer, and has been volunteering with at-risk youth for the last 17 years through programs at the Youth Service Center and in the community. Her interest in juvenile justice started as a high school student. She served on the Santa Clara County Juvenile Justice Commission and saw the limitations in opportunity for court-dependent youth. Her interests are in ensuring that a "system" will support the well-being of youth individually. She is committed to providing youth and their families with resources and information to empower them in what can be a very discouraging experience.
- **Douglas Winter** is proud to be a Coast-side representative on the JJDPC. During both his undergraduate and law school career Douglas focused on a juvenile justice centric academic path. Douglas completed multiple academic policy internships with the Children's Advocacy Institute as well as interning with the Juvenile Delinquency Division of the San Diego Office of the Public Defender. Douglas is an advocate for restorative justice practices and strives to continue the collective understanding, development, and improvement of the interplay of the juvenile justice system and our community.

During the year, the JJDPDC welcomed one new member, Sathvik Nori, a representative from the San Mateo County Youth Commission who had previously been serving as a non-voting liaison to the JJDPDC. Two additional youth, Austin Willis and Ameya Nori, began terms as liaisons from the Youth Commission. In the last quarter of 2020, the commission approved two applications (one adult and one youth) to join the commission. We anticipate Court and Board of Supervisor approval and their swearing in January 2021.

During 2020, Commissioner Sonoo Thadaney was granted a one-year leave of absence beginning in October 2020 while she serves on the San Mateo County Civil Grand Jury. In addition, the Commission lost two members. Commissioners Valerie Gibbs passed away and Michele Gustafson resigned due to time constraints. Ms. Gustafson, a commercial attorney, has been an advocate for high quality care and services for at-risk youth for many years and served as JJDPDC chair in 2017 and 2018. Ms. Gibbs, in addition to being a JJDPDC Commissioner, had long served the county as a teacher, educator, community activist, and family counselor. Their invaluable insights and numerous contributions during their terms as commissioners will be greatly missed.

Strategy

The JJDPDC convened a strategic planning committee in January 2020, which gathered input from a wide variety of stakeholders, reviewed numerous reports and research studies, analyzed material, and summarized results. In May, the JJDPDC voted to approve the 2020 JJDPDC Strategic Plan, which included a new mission statement, aspirations for our community, and a set of projects.

The new JJDPDC Mission Statement reads as follows. It is the mission of the San Mateo County Juvenile Justice & Delinquency Prevention Commission to be a public conscience in the best interest of juveniles. The Commission advocates for programs and services that prevent youth entry into the juvenile justice system and promotes respect for the human dignity of all minors who do enter the system.

Our intentions from planning were to 1) to make the Commission operate more effectively, 2) to support youth who come into contact with the juvenile justice system, and 3) to prevent youth from coming into contact with the juvenile justice system in the first place. The Aspirations for our Community are derived from these intentions and describe conditions the JJDPDC would like all youth and their families in San Mateo county to experience:

1. The voices of communities most likely to be affected by the juvenile justice system are heard regularly by the San Mateo County Board of Supervisors and other elected officials in the county.

2. Every youth who comes into contact with the San Mateo County juvenile justice system has convenient, affordable access to appropriate transitional, mental health, and substance abuse programs.
3. All elementary school children in at-risk neighborhoods in San Mateo County have convenient, affordable access to programs that support and supervise them after school and provide services to address early childhood trauma as needed.

The final products of the Commission's strategic planning effort are projects intended to move San Mateo County towards the Aspirations. All of the projects approved for 2020 address one or more of the Aspirations for Our Community. Each project has set goals, which will be executed over the next year or two, with specific milestones, deliverables, and timelines.

The strategic planning committee reconvened in December 2020. They are reviewing the 2020 Strategic Plan and will recommend any needed changes to the plan and a new set of projects to be voted on by the Commission at the January 26, 2021 JJDC meeting.

Projects

Talk to Elected Officials

In order for voices of our community to be heard by elected officials, we have been seeking opportunities to communicate to the Board of Supervisors and other elected officials and to further build relationships. Our first step has been a "listening and introduction" tour to introduce the Commission and its new strategic plan. To date, we have met all five members of the Board of Supervisors, two mayors, and several other appointed or elected officials. Our introductions will continue into 2021. Later stages of this project may include using both private and public meetings to 1) advocate for specific changes the Commission may recommend based on its inspections and projects and 2) bring members of the community to meetings to speak directly to elected officials.

Recruit Youth Commissioners

The goal of this project is to recruit more youth commissioners, especially those who have interacted with the juvenile justice system, to better understand their experiences and needs. By reaching out to individuals and a significant number of organizations, we have identified 24 people (including five youth) interested in joining the JJDC. To date, one youth (not directly involved in the justice system) and one adult (a parent of a youth who was involved in the justice system) have applied and been approved to join the Commission. In 2021, the newly established position of Vice Chair-Membership will be responsible for recruiting and on-boarding new commissioners.

Develop a Marketing/Communication Strategy

Our goal is to broaden awareness of the JJDP in San Mateo County and create dialog with the community. We are using our current capabilities to communicate more clearly about our role with an Introductory Packet, an updated web site, and outreach to expand input and participation. We have established a Marketing and Communication Coordinator position on the commission to oversee and coordinate future projects to upgrade our capabilities, including use of other media and collaborative relationships.

Produce a Parent Guidebook

Working with system partners in 2019 and 2020, we produced a Parent Guidebook explaining terminology and procedures to help families understand and navigate the juvenile justice system. This year, we received approval from our partners for the final draft and funding from the Board of Supervisors for graphic design, translation and printing. We expect the document to be distributed and available to parents and youth in early 2021.

Describe Substance Abuse, Mental Health and Transition Services

This project catalogued existing substance abuse, mental health, and transition services accessible to youth who have had contact with the juvenile justice system. We interviewed ten providers with the goal of identifying gaps in services and barriers to use. Our conclusion is that, due to a declining number of the youth in the system and the good coverage of county services, programs are made available to virtually all youth who come into contact with the system. However, outside of juvenile hall, these services are optional and not fully utilized by youth. The biggest gap appears to be getting needed mental health and substance abuse services and support to boys transitioning from juvenile hall. Our work in 2021 will be directed at identifying solutions to address this gap.

Identify and Recommend a Better Truancy Strategy for County Public Schools

We believe that keeping students in school is key to preventing delinquency. Our goal is to develop recommendations on how to effectively address truancy, increase student attendance, and thereby increase the percentage of students graduating from high school. A task force consisting of representatives from the County Office of Education, school district boards of trustees, mental health, legal advocacy, and other NGOs involved in education has been meeting to assess best practices for reducing truancy. The team will continue this work in 2021.

Inspections

The Commission conducted its State-mandated inspections of the County's Youth Services Center and Camp Kemp for girls. We also inspected Canyon Oaks. According to the Board of State and Community Corrections (BSCC) no police stations held minors in secure detention during 2019.

Commissioners formed teams to inspect each facility. A separate team inspected the Court Schools (YSC and Camp Kemp) and the school at Canyon Oaks.

One of the most important factors in the Commission's inspections this year was the COVID-19 pandemic. The pandemic significantly impacted how all three facilities managed the safety and health of youth and staff in 2020, and the manner in which the Commission conducted its inspections. Most of the inspection work was conducted remotely, via videoconference interviews and electronic review of materials.

Due to the safety protocols implemented at all three facilities, there were almost no COVID-19 infections amongst youth and staff. At the YSC, there were a few youth who entered the facility infected with COVID-19, but because they were tested and quarantined upon their entry as part of standard procedure, a further spread of the virus was prevented.

All three facilities received overall positive reviews for their effort to provide trauma-informed services designed to provide youth with support, guidance and structure. There continues to be a need to address the vocational and educational needs of youth who have graduated from high school or otherwise achieved equivalency. The inspection teams also noted that the girls from Camp Kemp are sleeping at the YSC because of staffing constraints. This is not an ideal situation and should be rectified as soon as possible. As in previous years, the inspection teams recommended improving reentry planning and opportunities for vocational training, especially at the YSC.

The Commission completed its inspections of all juvenile detention facilities and group homes and submitted its reports and cover letters to the Court and Board of Supervisors in December 2020.

Speakers

During 2020, the Commission invited speakers from five different organizations to discuss programs and services aimed at supporting youth and their emotional, educational, and mental health needs.

SMC Office of Education (February)

- Bettina Graf, Restorative Practices Lead, discussed the use of Restorative Justice practices in order to reduce school suspensions.
- Mary Yung, Coordinator, described the use of Positive Behavioral Interventions and Supports (PBIS) to measure social competence and academic achievement in order to provide appropriate services to students.

StarVista (June)

- Peter Ehrhorn, Director for the Youth Empowerment Services Department, reported on the many services that StarVista offers youth in the county, including counseling, substance abuse services, crisis intervention, and emergency and transitional housing.

Boys & Girls Club of the Peninsula (July)

- Ruby Fong, Cherie Kabba, and Mike Jones discussed programs to provide low-income youth the opportunity to achieve school success, leading to fair paying jobs, decent housing, and the ability to raise a family.

San Mateo Police Department Youth Services Unit (August)

- Sergeant Kimber Joyce and Mimi Page discussed services provided by the unit, which consists of the Juvenile Diversion Program, Police Activities League (PAL), School Resources Officers, and the Police Explorers Program, partnering with community-based organizations.

Acknowledge Alliance (September)

- Judith Gable, Program Director of the Court and Community Schools Collaborative Counseling Program, described services provided to high-risk youth through schools, on-line platforms, Boys and Girls Clubs, and other CBO's in the county.

Cross-Functional Representation

Commissions served as community ambassadors to relevant County boards and committees. In 2020, JJDPCC commissioners attended meetings and represented the JJDPCC at the following organizations:

- **AOD Coalition:** Commissioner Barrack represented the Commission.
- **Commission on the Court and Community School Advisory Committee:** Commissioner Gibbs represented the Commission.
- **Juvenile Justice Coordinating Council:** Commissioner Telleria represented the Commission.
- **Mental Health and Substance Abuse Recovery Commission:** Commissioner Labouisse represented the Commission.
- **Respect 24/7:** Commissioner Swope represented the Commission.
- **San Mateo County Child Abuse Prevention Council:** Commissioner Swope represented the Commission.
- **The Big Lift:** Commissioner Swope represented the Commission.

EXECUTIVE SUMMARY
of the
STRATEGIC PLAN

for the

SAN MATEO COUNTY
JUVENILE JUSTICE & DELINQUENCY PREVENTION
COMMISSION

JANUARY, 2021

Introduction

The Juvenile Justice & Delinquency Prevention Commission (JJJPC) was formed in 2009 when the San Mateo County Board of Supervisors combined the Juvenile Justice and the Delinquency Prevention Commissions. For nearly 12 years, the JJJPC has been a public conscience for all youth in the county. Prior to 2020, the focus of the commission was on improving the well-being of and creating future opportunities for youth within the juvenile justice system.

In the fall of 2019, the JJJPC began looking into the changing needs of youth and families in San Mateo County and decided to increase emphasis on the delinquency prevention aspects of our mission and to increase engagement with more JJJPC stakeholders and partners. In order to guide this effort and determine how the JJJPC could have the greatest impact over the next several years, we began a Strategic Planning Project in January 2020 and completed a multi-year Strategic Plan in May 2020.

The Aspirations in the Strategic Plan are expected to focus the efforts of the JJJPC over several years, and we choose our projects each year with the hope that they will move us closer to fulfilling the Aspirations. We expect the JJJPC Strategic Plan to be a living document as conditions change, research is updated, projects are completed, and new needs arise, and to that end a planning committee spent the past two months reaching out to stakeholders for input and reviewing our plan and projects in order to refresh the strategy for 2021.

The full Strategic Plan, refreshed for 2021, is available upon request. It also contains a summary of interviews conducted with stakeholders, a recap of the external research used by the planning committee in 2020, and longer descriptions of the process for developing the plan and of the thinking behind the new Mission and Community Aspirations.

Mission and Community Aspirations
for
The Juvenile Justice & Delinquency Prevention Commission

Mission

It is the mission of the San Mateo County Juvenile Justice & Delinquency Prevention Commission to be a public conscience in the best interest of juveniles. The Commission advocates for programs and services that prevent youth entry into the juvenile justice system and promotes respect for the human dignity of all minors who do enter the system.

Aspirations for our Community

1. The voices of communities most likely to be affected by the juvenile justice system are heard regularly by the San Mateo County Board of Supervisors and other elected officials in the county.

2. Every youth who comes into contact with the San Mateo County juvenile justice system has convenient, affordable access to appropriate transitional, mental health, and substance abuse programs.

3. All elementary and middle school children in underserved neighborhoods in San Mateo County have convenient, affordable access to programs that engage and support them after school and that provide services to address early childhood trauma as needed.

2021 Projects

The final outcome of the Commission's strategic planning efforts are projects intended to move San Mateo County towards fulfilling the JJDPC's Aspirations. So, the projects described below are organized where possible according to the Aspirations.

In January 2021, the planning committee updated the JJDPC's list of projects for 2021, and the Commission discussed and voted on the new list of projects in its January 2021 monthly meeting, held by videoconference. The following projects were approved and work has begun.

Making Communities' Voices Heard by Elected Officials

Communicate regularly with elected officials

**Continuing* from 2020*

So that voices in underserved communities are heard by elected officials, the Commission will seek out opportunities to communicate directly with the Board of Supervisors and other elected officials in San Mateo County. Giving underserved community members opportunities to communicate directly with, and Commissioners communicating their concerns to, elected officials are both strategies to employ. Becoming familiar with legislative priorities at city and county levels, learning how things get done in city and county governments, and identifying key players are necessary activities in this project. Questions to answer include which elected officials to target, what steps should be taken and in what order, how to use both private and public meetings effectively, and what community advocates to partner with and how. The project leads will be expected to provide monthly reports on their activity to the Commission, and to otherwise keep the Commission updated on their activity in a timely manner. *Project co-leads will be Monroe Labouisse and Paul Bocanegra.*

Outreach to Underserved Youth and their Families

**NEW* in 2021*

This project will reach out to youth and families in underserved communities to better understand their needs and concerns. Their feedback will help direct the work of the San Mateo County JJDPC going forward. Outreach opportunities may include attending and presenting at local community meetings in underserved communities, whether via videoconference or in-person when possible; researching the viability of a youth council for youth on probation; holding commission meetings in underserved communities once in-person meetings are possible; and holding focus groups with underserved communities. Underserved communities are those described by the Community

Collaboration for Children's Success initiative (CCCS) as high on its Youth Need Index¹; they include, amongst others, North Fair Oaks/Redwood City, South San Francisco, East Palo Alto, the northeastern part of San Mateo, and Daly City.

Recruit more youth commissioners

**Continuing* from 2020*

Note: This is now the permanent responsibility of the JJDPC's Vice Chair for Recruiting, and so it will be removed in the future from lists of annual projects. The following is a brief description of its goals: Recruit youth commissioners, especially those who have interacted with the juvenile justice system, to better understand their experiences and needs. This project includes partnering with community-based organizations ("CBOs") and others who regularly interact with this population to identify and recruit youth commissioners. The Commission should have at least one youth Commissioner with experience in the justice system at all times.

Providing Substance Abuse, Mental Health and Transitional Services

Identify substance abuse, mental health, and transition solutions **NEW* in 2021*

Identify services that are needed but not available to youth who have come into contact with the San Mateo County juvenile justice system. As a follow-up to the 2020 project which identified gaps in services, work closely with partners like the Mental Health Commission, BHRS and community based organizations to examine potential solutions. What new solutions might be more effective, especially for boys, than the current practice of optional outpatient treatment for youth not in juvenile hall. Is a residential treatment program a better alternative? Or is a more intensive in-community solution, perhaps making greater use of community based organizations, the way to go? A full, 'ready to fund' project plan, i.e. budget, staffing, location, etc., is not expected, just a realistic description of a solution. The expectation is to produce a written report and to present it to the JJDPC for discussion. *Project co-leads TBD.*

Advocate for county task force on alternatives to youth incarceration **NEW* in 2021*

In 2019, the JJDPC sent a letter to the San Mateo County Board of Supervisors requesting that they convene a task force to discuss alternatives to youth incarceration. The Board of Supervisors did not act on that request, but with the outreach in 2020 to the Board of Supervisors, the Commission has learned that there is greater opportunity to form this task force in 2021. The leads for this project will work to advocate for such a task force. The Commission representatives on the task force will draw on all of the work of the Commission and its various projects to inform discussion on the task force. *Project co-leads will be Monroe Labouisse and Paul Bocanegra.*

¹ <http://www.getthehealthysmc.org/youth-need-data>

How can we benefit from lessons learned during COVID-19?

***NEW* in 2021**

This project will explore the changes in policing tactics, judicial sentencing and detention procedures caused by the COVID-19 pandemic. Project leads will look at arrest rates, types of crimes, sentencing, time in detention and recidivism among youth in the year before COVID-19 and during the COVID-19 pandemic. They will also meet with the Juvenile Judges, Probation, police departments and the Sheriff's Office to explore whether or not some of the changes to policies and procedures that resulted in fewer youth being arrested, fewer youth in custody and shorter sentences could become permanent. The project leads will produce a report on their findings and analyze which changes are feasible and which ones are not. It will outline why some changes are not feasible, and what it would take to make these changes permanent. *Project co-leads TBD.*

Identify Diversion Programs in San Mateo County

***NEW* in 2021**

This project will identify and describe existing diversion programs in San Mateo County, including local police programs, the Sheriff's Office program and Probation's Intake program at the YSC. Project leads will meet with diversion program directors and collect relevant statistics including the number of youth served and recidivism rates, as well as which diversion techniques are effective and which ones are not. They will identify best practices and areas of overlap. This project should also look at the possibility of creating one County-wide network of diversion programs, which could include disparate programs in each city working together to achieve the best outcome for youth. The final deliverable is a report which includes detailed descriptions of each diversion program, statistics, contact information and best practices. The report should be shared and discussed with local police departments, the Sheriff's Office and Probation, highlighting best practices and areas for collaboration. A follow-up project could look at expanding existing diversion programs and implementing best practices from other diversion programs. *Project co-leads TBD.*

Providing After-School Care in Underserved Communities

Analyze current after school programs for elementary and middle school children

***NEW* in 2021**

This project will research, identify, and catalog existing after-school programs for elementary and middle school-age children in underserved communities. The project leads will determine the services each provides, such as support with schoolwork, life skills development, support for health and emotional needs, and pro-social activities. It

will identify any barriers to full utilization of the programs and service gaps where they exist. Location, transportation, costs, family needs, etc. should be considered. The project leads will research websites, review CCCS research results, and interview key program providers. The final deliverable is a report which includes descriptions of programs and a discussion of barriers and gaps. *Project co-leads TBD.*

Identify and recommend a better truancy strategy for county public schools

**Continuing* from 2020*

Truancy is a leading indicator of juvenile delinquency, and puts youth at a disadvantage for succeeding in school and life. The Commission believes that keeping students in school is key to preventing delinquency. The goal of this project is to develop recommendations on how to address truancy effectively, increase student attendance, and thereby increase the percentage of students graduating from high school. A task force consisting of representatives from the County Office of Education, school district boards of trustees, mental health, legal advocacy, and other NGOs involved in education has been meeting, and will continue to meet in 2021, to identify and assess best practices for reducing truancy. *Project co-leads will be Susan Swope and TBD.*

Projects to Develop Foundational Capabilities

Create a dashboard for JJDPC to monitor data on juvenile justice **NEW* in 2021*

This project will determine key indicators, and the method for tracking them, that the JJDPC will routinely monitor. The indicators are intended to help the Commission identify trends affecting youth in San Mateo County and help identify areas of future JJDPC study. Indicators could include: numbers and characteristics, including race and ethnicity, of youth arrested, diverted, incarcerated, and/or under supervision; recidivism rates; school statistics including number of suspensions and truancy rates; and numbers in treatment programs. Through a review of public data and interviews with key stakeholders, the committee will determine sources of information, common definitions, and a process for collecting, maintaining, and displaying the data. The final deliverable is a mock dashboard with definitions of statistics to be tracked and explanations of how data can be sourced and verified. *Project co-leads TBD.*

Project for a Later Date

The following project was proposed and approved in 2020, but requires the completion of the project to “Analyze current after school programs for elementary and middle school children” before it can begin:

Providing After-School Care in Underserved Communities

Identify additional after school programs or capacity needed

After analyzing current after school programs for elementary and middle school students, a project will be needed to suggest solutions for additional or changed programs. Partner with CBOs and County officials to develop solutions. A full, 'ready to fund' project plan for each solution, i.e. budget, staffing, location, etc., is not expected, just a realistic description of a solution. The expectation is to produce a written report and to present it to the JJDPCC for discussion. *Project co-leads TBD.*

JJDPC Structure
2021 Officers and Roles

Officers

Chair(s): Toni Barrack and Debora Telleria

Vice Chair—Membership: Melissa Wilson

Vice Chair—Administration: Rebecca Flores

Commission Roles

Liaisons: Courts: Monroe Labouisse, Probation: Susan Swope

Inspection Coordinator: Rebecca Flores

Legislative Coordinator: Paul Bocanegra

Marketing/Communication Coordinator: Johanna Rasmussen

Project Lead for 2021 projects: Monroe Labouisse, Susan Swope

Community Ambassadors

- Big Lift: Susan Swope
- Diversity and Equity Council: Melissa Wilson
- Domestic Violence Council: Monroe Labouisse
- First 5 San Mateo: Susan Swope
- Housing and Community Development Committee: Toni Barrack
- Juvenile Justice Coordinating Council (JJCC): Debora Telleria
- JJDPCs in surrounding counties: Melissa Wilson
- Lesbian, Gay, Bisexual, Transgender, Queer Commission: Debora Telleria
- Mental Health, Substance Abuse Recovery Commission: Monroe Labouisse
- North Fair Oaks Community Council: Melissa Wilson
- Respect 24/7 (COE): Susan Swope
- San Mateo County Child Abuse Prevention Council: Susan Swope
- San Mateo County Health Commission: Debora Telleria

November, 2020