



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

August 25, 2020 | 5: 15-7:15 pm  
Remote Meeting

### MINUTES

**Commissioners Present:** Co-Chair, Debora Telleria; Co-Vice Chair, Rebecca Flores; Michele Gustafson; Monroe Labouisse; Sathvik Nori; Susan Swope; Melissa Wilson; Douglas Winter

**Commissioners Absent:** Toni Barrack; Co-Chair, Co-Vice Chair, Sonoo Thadaney; Paul Bocanegra

#### Additional Attendees:

Judge Susan Etezadi – Juvenile Court  
Ron Rayes – Private Defender Program  
Sophia Brink – Supervisor Canepa’s Office  
Ligia Zun – Commission on Disabilities  
Sargent Kimber Joyce – San Mateo Police  
Dept Youth Services Unit

Aurora Pena – Behavioral Health & Recovery Services  
Ally Hoppis – Behavioral Health & Recovery Services  
Jenee' Littrell – SMC Office of Education  
Kate Heister – Fresh Lifelines for Youth (FLY)  
Mimi Page – Deputy Probation Manager

#### I. Administrative Business:

- a. **Call to Order:** Co Chair Telleria called meeting to order at 5:15 p.m.
- b. **Roll Call and Establish Quorum:** A quorum was established at 5:20 p.m.
- c. **Welcome and Introductions**
- d. **Commissioner Resignation:** Commissioner Gustafson resigned effective 8/25/20
- e. **Agenda Review: Approved** as distributed.
- f. **Approval of Minutes** of July 28, 2020: **Approved** as amended.

#### II. Oral Communication: *None*

#### III. San Mateo Police Department Youth Services Unit

- Youth Services Unit consist of: Juvenile Diversion Program, Police Activities
- League (PAL), School Resources Officers, and Police Explorers Program
- Partners with community-based organizations that are both clinical, educational and law enforcement based
- Diversion program only offered for misdemeanor offenses
- Youth who successfully complete the program can have their record sealed when they are 18
- Follow up after completing the program includes three and six-month check-ins



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- Diversion program has a 90% success rate
- Only available to San Mateo City youth

#### **IV. Department Updates:**

##### **a. Juvenile Court (Etezadi)**

- San Mateo County Court has not shut down since the beginning of the pandemic
- Resources are limited, but the Court is still in operation
- Time no waived cases are still being held
- Court is caught up with their cases and hearings
- Zoom is available in both court rooms and is available for hearings
- Court hearings mostly via Zoom; in person available if requested
- Transparent masks are now available for people who are testifying
- Currently 19 youth in Juvenile Hall
- Clerk's office is now open

##### **b. Private Defender Program (Rayes)**

- Business as usual
- Hearings have not been delayed
- Both in person and no contact visits with clients are available at the YSC

##### **c. Behavioral Health & Recovery Services (Pena & Hoppis)**

- Continue to provide services to the youth in the hall via TeleHealth
- There are additional counseling services to youth affected by the fires

##### **d. County Office of Education (Littrell)**

- None of the schools in San Mateo County are able to provide in person learning right now because it is on the watch list
- 14 Transitional Kindergarden-6<sup>th</sup> grade schools have submitted waivers to begin in school learning. Waivers are approved by the County Office of Education, public health and the state
- There is guidance on how to safely call back small groups of students, especially students with special needs, IEPs and English learners
- Currently 40 youth in court and community schools (Hillcrest, Canyon Oaks and Gateway), all via distance learning
- There is state guidance on how to track attendance and engagement levels
- Partnered with community college offices to train 260 teachers this summer in a robust two-week training on distance learning

##### **e. Probation (Telleria)**

- 19 youth at YSC, one girl at Camp Kemp, and six in Girls Empowerment Program as of 8/21
- Girls in camp have been going to YSC to sleep. They are not searched when they enter YSC and go back to camp in the early morning



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- No COVID Cases
- Weekly education programs on Coronavirus
- Newly admitted youth are tested at 72 hours and on day 12. Follow CDC guidelines, with youth in “bubbles” until they join the general population
- Most family visits still virtual, maybe 2-3/week in person
- Most professional visits and programming are virtual
- Teachers and students are onsite in separate classrooms, with teachers teaching remotely from separate classroom
- 114 youth are in intake/assessment center/diversion process and 246 youth are on supervised probation
- Probation youth receive mostly virtual programming, including Victim Awareness and counseling
- Community Care program is running, modified by air quality issues
- Independent study through a community college resource center is an opportunity that can be explored.

#### **V. Inspections Update**

- a. All inspections are in process. Canyon Oaks team waiting for additional documentation, otherwise inspection is complete.

#### **VI. Strategic Project Milestone Reviews**

- a. **Develop Truancy Strategy** (Swope)
  - Held two meetings and will have another meeting soon to discuss the survey instrument for the school districts
- b. **Parent Handbook** (Swope)
  - Working with Patrick Broderick, the designer for the Office of Education
  - Probation received the funds in their account (project cost is \$8,500)
  - Tony Burchyns is helping with the logistics and has found a printer and translator
  - Digital versions will be available on the Probation and Commission websites.
- c. **Describe Existing Transition Programs** (Labouisse, Telleria)
  - Still investigating organizations and hope to provide a report in October
  - Conducting in person interviews
- d. **Marketing Strategy** (Gustafson, Barrack, Nori)
  - Elevator pitch and bios have been finalized
  - Working on final deliverable to present in September
  - Have put together an intro packet with bios, our elevator pitch and summary of strategic plan
  - Working with Tony Burchyns to get an updated version of the website implemented ASAP



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**e. Elected Officials** (Bocanegra, Labouisse)

- Reached out to Mayor Howard in Redwood City, has not responded but will follow up
- Will reach out to Supervisors Pine and Slocum and the Mayor of East Palo Alto and South San Francisco

Met with Supervisor Canepa and discussed our strategy. Canepa challenged our strategy and asked us to explore reimagining the YSC. He will be the board president next year and would like to work on this issue.

**VII. Youth Commission** (Nori): *No update*

**VIII. Announcements:** *None*

Meeting adjourned 7:10 p.m.

**Next Meeting: Tuesday, September 29, 2020**