

**Legal Process Committee of the San Mateo County Domestic Violence Council**  
**Meeting Minutes**  
**January 13, 2022**  
**11:45 a.m. – 1:15 p.m.**  
**Location: Zoom Video Conference**

**Present:** Jeniffer Alcantara (Superior Court), Laura Alvarez (ADZ Law), Stephanie Bilinski (Legal Aid Society of SMC), Tanya Both (Superior Court/ADR), Charles Cavallino, Co-Chair (CORA), Lauren De La Rosa-Koury (BayLegal), Melissa Gibbs (CORA), Jenny Horne (Legal Aid Society of SMC), Sonia Melara (Rally), Rose Mukhar (Justice at Last), Lori Smiley-Klinger (Probation), Nicole Reyes (BayLegal), Savannah Valdez (Rally), and Martin Fox

ISSUES	DISCUSSION	ACTION
Adopt/Approve Resolution Re: Teleconference Meeting	Sonia Melara moved to adopt resolution per AB 361. Jenny Horne seconded the motion. Passed unanimously.	<b>Approved</b>
Introductions and Updates	<p><u>Court:</u> Traffic and Small Claims cases are currently not being heard due to the increase in COVID cases. FLFO is no longer offering in-person services through the end of the month. Modification to the Clerk’s office hours are anticipated. All family law cases are being heard via Zoom with the exception of DVPA cases. Jury trials are currently suspended.</p> <p><u>Rally:</u> Rally services are virtual only due to increase in COVID cases. If a parent declines virtual visitation, there will be no visitation.</p> <p><u>CORA:</u> Due to increase in COVID cases we are no longer providing walk-in services. Shelter capacity is reduced and clients are currently staying in motels. We are still providing in-person services; however, an appointment is required. Currently hiring for a legal advocate and staff attorney.</p> <p><u>Probation:</u> DV court appearances via Zoom, however still 1 officer in court. No field visits for the next 2 weeks due to increase in COVID cases unless it is an emergency. All check-in appointments with probationers will be via Zoom for the same period of time unless an in-person appointment is necessary.</p> <p><u>BALA:</u> BALA’s office is open on Mondays and Wednesdays from 10am to 4pm for walk-in review and filing of completed DVTRO applications. Have pro se appointments and monthly pro bono DVRO clinics. Also have weekly brief services appointments for individuals who qualify for BayLegal’s services. A lot of these slots are going unfilled. If someone plans to file DVRO, refer them to BayLegal’s front desk. If someone needs advice prior to filing, have them call the legal line.</p> <p><u>LASSMC:</u> Office continues to be closed to in-person services and providing virtual services.</p>	
Review/Adopt Minutes from 7/14/21 meeting	Melissa Gibbs moved to adopt the minutes. Tanya Both seconded the motion. Sonia Melara, Lori Smiley-Klinger, and Rose Mukhar abstained.	<b>Approved</b>

Carry Over Items	<p>a) DV Trainings for Judges: Adam Dodge or EndTab can provide trainings on Technology Abuse &amp; Domestic Violence and/or Digital Impersonation &amp; Deepfakes. Cost is \$1,000 per training. Kathryn Anderson can provide training on Strangulation. Cost is \$750. Rose Mukhar also indicated Justice at Last can provide training on intersection of Human Trafficking, Domestic Violence, and Sexual Assault at no cost. Judicial Council requirements for training include having a local contact person, an in-kind space, and an appropriate attendees list.</p> <p>b) Civil Standby Protocol: Lauren was not sure if BayLegal had implemented the civil standby language. FLFO have implemented the language into the orders they prepare on behalf of the court.</p>	<p><b>Charles and Tanya to look into funding to support the training.</b></p> <p><b>Melissa and Charles to draft a letter to the presiding judge by next meeting.</b></p>
New Business	<p>a) Remaining Dates for LPC meetings in 2022:</p> <ul style="list-style-type: none"> <li>• April 14, 2022</li> <li>• July 14, 2022</li> <li>• October 13, 2022</li> </ul>	
Work Plan Reports	<p>a) Civil-Criminal Crossover: In process of scheduling a meeting between DAO and CORA, to occur sometime in March.</p> <p>b) DV Firearms Compliance Unit: No update.</p> <p>c) Judicial Bench Card: There have been new laws and cases since the last revision of the card.</p> <p>d) Law Enforcement DV Protocol Update: No update.</p> <p>e) Protective Orders: No issues.</p> <p>f) Allocation of Court Resources: No issues.</p> <p>g) Courtroom Safety: Sheriff's department is experiencing staffing shortages, which impacts their ability to provide a deputy outside of the DVPA courtroom for each calendar. Continue to safety plan with litigants.</p>	<p><b>Jenny will have update draft by next meeting.</b></p>
Public Comment	<p>Martin Fox asked the committee to urge the DVC to focus on the 6-8% increase in DV during the pandemic. Projects currently overlook meeting DV survivors where they are at. Keller Center representative has indicated that there has been a "major increase" as well in numbers.</p>	

**Next Meeting:**

Thursday, April 14, 2022  
11:45am-1:15pm  
Zoom Video Conference

DRAFT