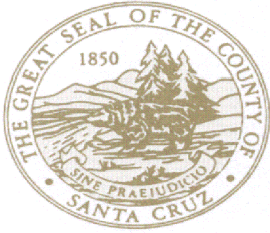


# County of Santa Cruz

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## JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION AGENDA

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Thursday, April 11, 2024  
6:00 p.m. – 7:30 p.m.  
Regular Meeting

Probation Offices  
303 Water St., 2<sup>nd</sup> Floor  
Santa Cruz, CA 95060

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For questions regarding the meeting process, please contact Gerardo Leon, staff for the JJRPC, at 831-454-3105 or [PRB1150@santacruzcounty.us](mailto:PRB1150@santacruzcounty.us)

- I. CALL TO ORDER/ROLL CALL:
- II. CONSENT AGENDA:  
Approval of Agenda  
Approval of Minutes from March 24, 2024
- III. PUBLIC COMMUNICATIONS: Any member of the public will be allowed a maximum of 3 minutes each to address the Commission on any item listed on today's Agenda and/or any other topic within the scope of the responsibility of the Commission. If the issue or matter is not listed on today's agenda, Commissioners will not take actions or respond immediately to any public comment, but may follow up later, either individually or at a subsequent meeting.
- IV. ANNOUNCEMENTS (Including items via email on file)
- V. MONTHLY STATISTICAL INFORMATION FROM PROBATION and JUVENILE HALL (ATTACHMENTS Accept and File):
- VI. INFORMATION ITEMS:
  1. Feedback about the retreat.
  2. Results-Based Facilitation Training.
- VII ACTION ITEMS:
  1. Elect new Officers (Descriptions ATTACHED)
  2. Adopt Purpose/Vision Wording (ATTACHED)
  3. Clarify and Adopt Goals from the March 24, 2024, Retreat (ATTACHED)
  4. Review SCC Ordinance 2.48 wording and approve feedback (ATTACHED)

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*Por favor haga arreglos anticipadamente por teléfono al número (831) 454-3105.*

## Juvenile Justice Delinquency Prevention Commission Agenda

April 11, 2024

Page 2

### VIII. SUB-COMMITTEES:

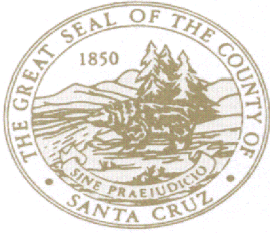
1. Steering/Outreach: Brook – Chair, Druley, Brody,
2. Juvenile Hall Inspection: Druley – Chair
3. SB190/SB823: Brook – Chair, Gonzales, Reyes
4. Delinquency Prevention: Kebebew – Chair, Brody, Gonzales
5. By-Laws: Brody – Chair, Druley

### IX. ADJOURNMENT:

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# County of Santa Cruz



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## JUVENILE JUSTICE AND DELINQUENCY PREVENTION COMMISSION MINUTES

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Thursday, March 23, 2024  
10:00 a.m. – 4:00 p.m.  
Special Meeting/Annual Retreat

PVPSA Offices  
411 E. Lake Avenue  
Watsonville, CA 95076

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I. CALL TO ORDER/ROLL CALL: Meeting called to order at 10:15 a.m.

Present: Beverly Brook, Cynthia Druley, David Brody, Deutron Kebebew, Elaine Johnson, Elias Gonzales, Jasmine Najera, Maria Rodriguez, Reyna Ruiz, Sierra Thompson, Forrest Revere

Ex Officio: Judge Jerry Vinluan

Staff: Gerardo Leon Garcia

II. CONSENT AGENDA: Commissioner Kebebew motioned to approve Consent Agenda (Approval of Agenda, Approval of Minutes from February 8, 2024, and Monthly Statistical Information from Probation and Juvenile Hall); Commissioner Rodriguez seconded.

**Motion Passed**

Aye: Brook, Druley, Brody, Kebebew, Johnson, Gonzales, Najera, Rodriguez, Ruiz

No: None

Abstention: Thompson, Revere

III. PUBLIC COMMUNICATIONS: Commissioner Rodriguez shared about the Prom Dress donations and volunteer opportunities; please contact Commissioner Rodriguez.

IV. GUEST AGENCY: Cynthia Cuéllar/Meeting Facilitator – Leads team building exercise and the Action Items discussion on the agenda.

Chair Druley introduced Cynthia Cuéllar to the Commission. Cynthia Cuéllar gave an overview of how the agenda, activities, and day will go and began with an ice-breaker activity.

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# Juvenile Justice Delinquency Prevention Commission Minutes

March 23, 2024

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## V. ACTION ITEMS:

1. Affirm and adopt a shared vision and purpose of the JJDPDC among the Commissioners (ATTACHED – Draft Bylaws and JJDPDC relevant Welfare & Institutions Code Sections): Amended motion to adopt the draft language and empower the Steering Subcommittee to finalize and bring back to the Commission for a vote at the April 11 meeting made by Commissioner Kebebew; Commissioner Ruiz seconded.

### **Motion Passed**

Aye: Brook, Druley, Brody, Kebebew, Johnson, Gonzales, Najera, Rodriguez, Ruiz, Thompson, Revere

No: None

Abstention: None

2. Define the focus of the activities of the Commission for the next 1-2 years. Vice-Chair Brook moved to define the three focused activities: 1. The summit/convening with ability to create space to define and explore what it will be. 2. The 14 Development Assets Project. 3. Juvenile Hall Inspection. Commissioner Kebebew seconded.

### **Motion Passed**

Aye: Brook, Druley, Brody, Kebebew, Johnson, Najera, Rodriguez, Ruiz, Revere

No: None

Abstention: Gonzales, Thompson

3. Outline of how to strengthen relationships, alignment, and coordination with Probation. Motion to table made by Commissioner Brody; Commissioner Kebebew seconded. ITEM TABLED

### **Motion Passed**

Aye: Brook, Druley, Brody, Kebebew, Johnson, Gonzales, Najera, Rodriguez, Ruiz, Thompson, Revere

No: None

Abstention: None

## VI. INFORMATION ITEMS:

1. Proposed new SCC Ordinance 2.48 that defines the JJDPDC (ATTACHED)

## VII MEETING SUMMARY AND NEXT STEPS: Will discuss SCC Ordinance 2.48, Probation Strategic Plan, and feedback of the Retreat at the April 11 meeting.

## VIII. ADJOURNMENT: Meeting adjourned at 4:06 p.m.

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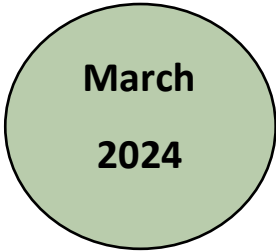
*Por favor haga arreglos anticipadamente por teléfono al número (831) 454-3105.*

There were zero firearm related bookings in March.

Youth on Probation by area of residence:

<b>Count</b>	<b>Zip Code</b>
1	76208 Total
1	92010 Total
1	93630 Total
1	93722 Total
1	93905 Total
1	94531 Total
1	94565 Total
7	95003 Total
3	95005 Total
6	95006 Total
1	95007 Total
4	95010 Total
1	95012 Total
2	95018 Total
4	95019 Total
1	95020 Total
9	95060 Total
6	95062 Total
1	95066 Total
52	95076 Total
1	95126 Total
1	95209 Total
1	95212 Total
1	95603 Total
1	95682 Total
1	95688 Total
1	95717 Total
1	98387 Total
1	NULL Total
<b>113</b>	<b>Grand Total</b>

# Juvenile Hall Monthly Data Blast



## Population Info

- IEP's: 5
- 504's: 0
- Graduations: 0
- Youth on Psychotropic Meds: 5
- Youth with drug/alcohol issues: 4
- Youth open to MH services: 8
- Medical Referrals: 1
- MAT: 0
- Physical Altercations: 0
- Room confinements: 1
- Pending transfer hearing: 3

## Booking Charges (most serious offense)

- Drugs/Alcohol: 17% (1)
- Property: 17% (1)
- Violent/Weapons: 67% (4)

## Booking Demographics (area of residence)

- North County: 83% (5)
- South County: 17% (1)
- Out of County: 0%

<b>JUVENILE HALL POPULATION INFORMATION</b>	<b>BOYS</b>	<b>GIRLS</b>	<b>TOTAL</b>
6 am count (average) <sup>1</sup>	7.0	0.5	7.5
Population in-custody at start of time period	8	1	9
Admitted during time period	2	4	6
Released during time period	3	5	8
Population in-custody at end of time period <sup>1</sup>	7	0	7
Average daily attendance	7.0	0.5	7.5
Average length of stay	24.0	5.2	12.3
Average length of stay without STYF youth	24.0	5.2	12.3
Length of Stay MODE	n/a	1.0	1.0
Range of stay	1 - 1068	1 - 16	1 - 1068
Range of age	12 - 19	14 - 16	12 - 19
Number of "in-county" residents received	2	4	6
Number of "out-of-county" residents received	0	0	0
Percentage from out-of-county	0.0%	0.0%	0.0%
Total child care days	220	19	239
Total court commitments admitted	0	0	0
Total court commitments released	0	0	0
Total child care days for released court commit	0	0	0
Total intake to date (current year): <b>March 2024</b>	29	15	44
Total intake to date (prior year): <b>March 2023</b>	40	6	46

## Overall Population Demographics

<ul style="list-style-type: none"> <li>• Latinx: 12 (80%)</li> <li>• White: 2 (13%)</li> <li>• Other: 1 (7%)</li> </ul>	<ul style="list-style-type: none"> <li>• Boys: 10 (67%)</li> <li>• Girls: 5 (33%)</li> </ul>	<b>ALOS</b> <ul style="list-style-type: none"> <li>• Latinx: 16 days</li> <li>• White: 1.0 day</li> <li>• Other: 1.0 day</li> </ul>	% Youth on Probation: 53%
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**SANTA CRUZ COUNTY JUVENILE HALL**

STATISTICS FOR PERIOD: March 2024

<b>JUVENILE HALL POPULATION INFORMATION</b>	<b>BOYS</b>	<b>GIRLS</b>	<b>TOTAL</b>
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Total intake to date (prior year): <b>March 2023</b>	40	6	46

<b>ETHNICITY - Overall Juv. Hall Population</b>	<b>POP. #</b>	<b>POP. %</b>	<b>AVG RAI<sup>2</sup></b>	<b>AVG LOS<sup>3</sup></b>
Caucasian	2	13.3%	6.5	1.0
Latino	12	80.0%	8.4	16.0
African American	0	0.0%	-	-
Asian	0	0.0%	-	-
Other	1	6.7%	2.0	1.0
<i>total</i>	15	100.0%		

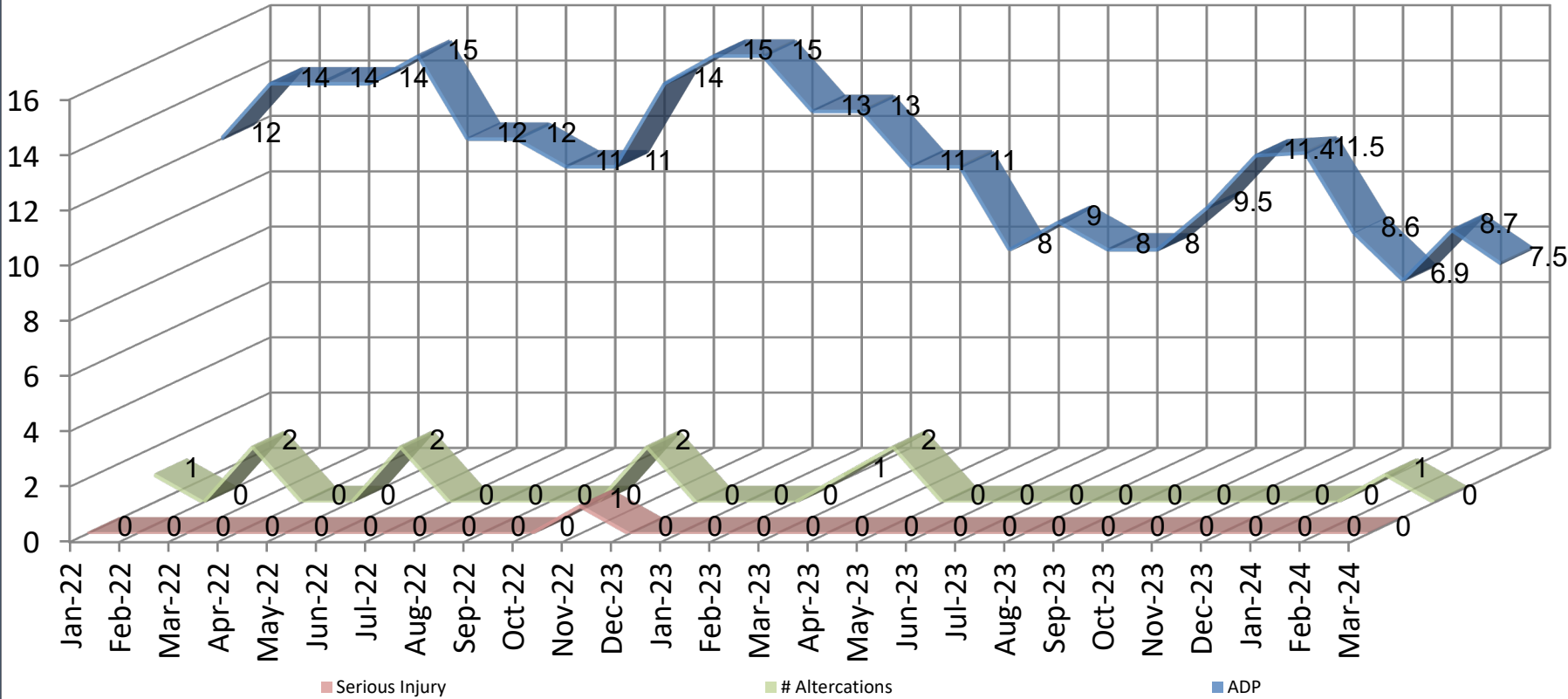
<b>ETHNICITY - Intakes only</b>	<b>OVERALL JH POP</b>				<b>AVG LENGTH OF STAY</b>
	<b>TOTAL DAYS for released intakes</b>	<b>INTAKES (number)</b>	<b>INTAKES (percent)</b>	<b>INTAKES AVG RAI<sup>2</sup></b>	
Latino girls	9	3	50.0%	6.3	12.5
Latino boys	-	1	16.7%	9.0	35.5
Anglo girls	1	1	16.7%	2.0	1.0
Anglo boys	-	0	0.0%	-	-
African Am. girls	-	0	0.0%	-	-
African Am. boys	-	0	0.0%	-	-
Asian girls	-	0	0.0%	-	-
Asian boys	-	0	0.0%	-	-
Other	1	1	16.7%	2.0	1.0
<i>total</i>	11	6	100.0%		

<sup>1</sup> 6 am count on last day of month.

<sup>2</sup> Risk Assessment Instrument Score

<sup>3</sup> Length of Stay for youth released

# Santa Cruz County Juvenile Hall Physical Altercations: Overview

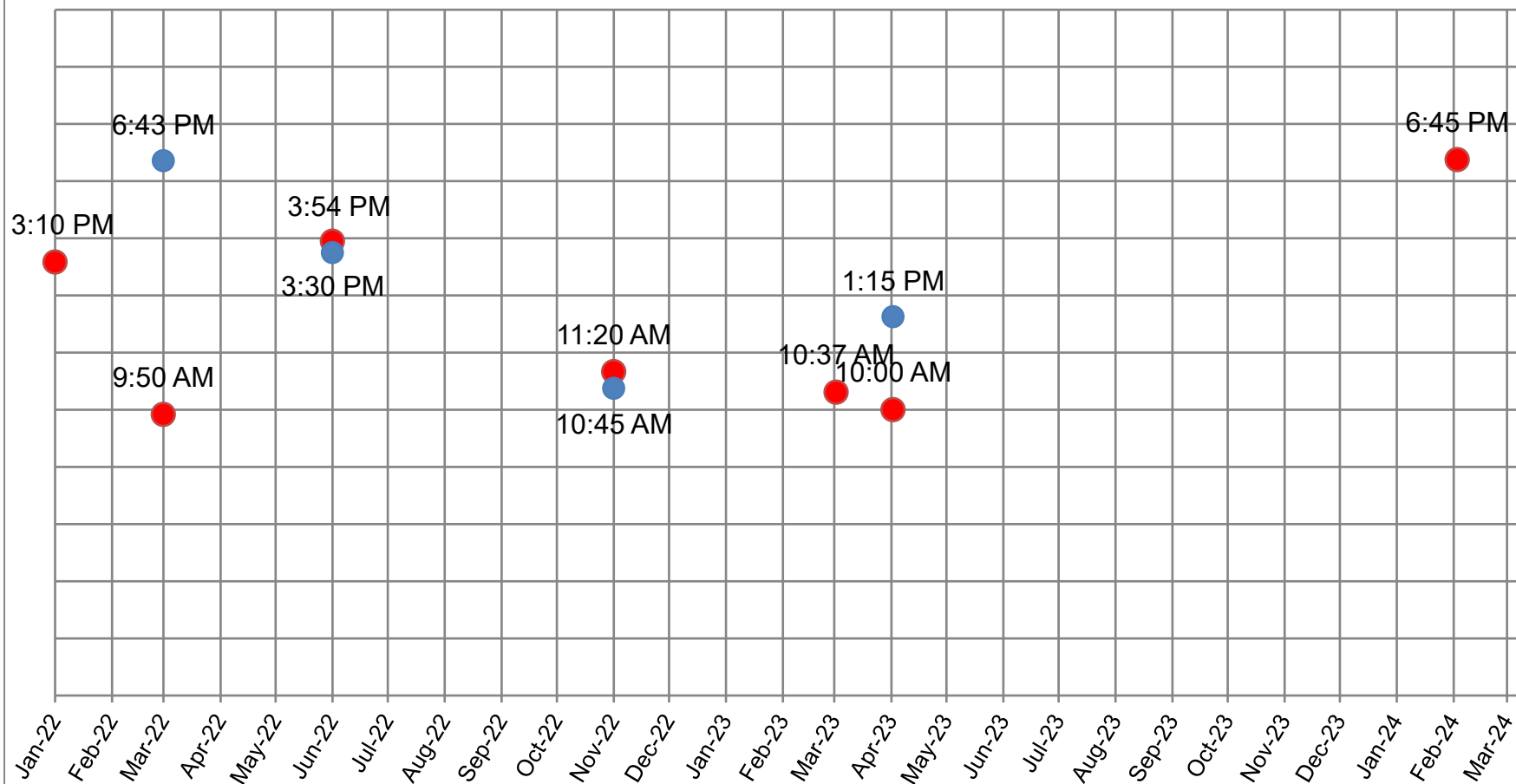


**January 2022 - March 2024**



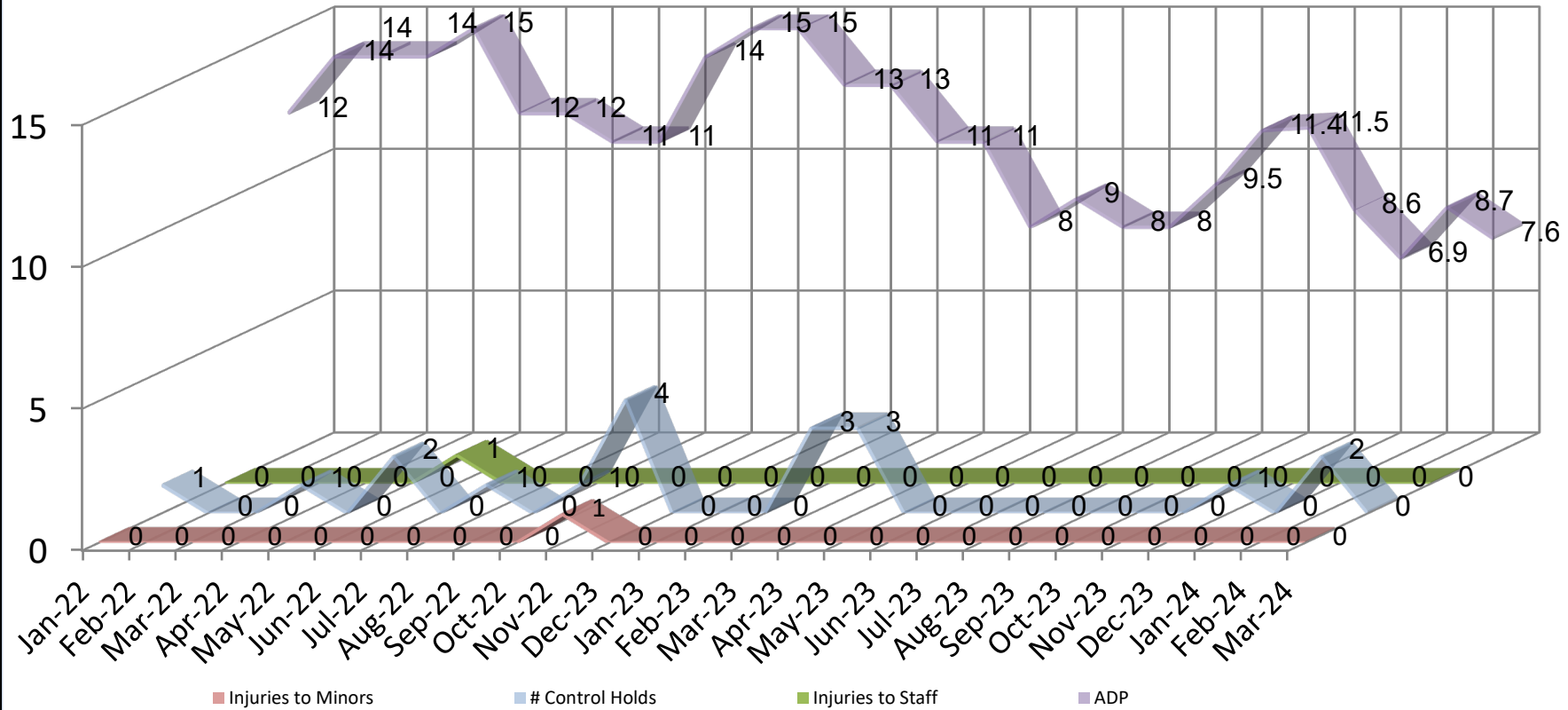
# Santa Cruz County Juvenile Hall Physical Altercations: Time of Day

● Time of Altercation     
 ● Time of 2nd Altercation     
 ▲ Time of 3rd Altercation



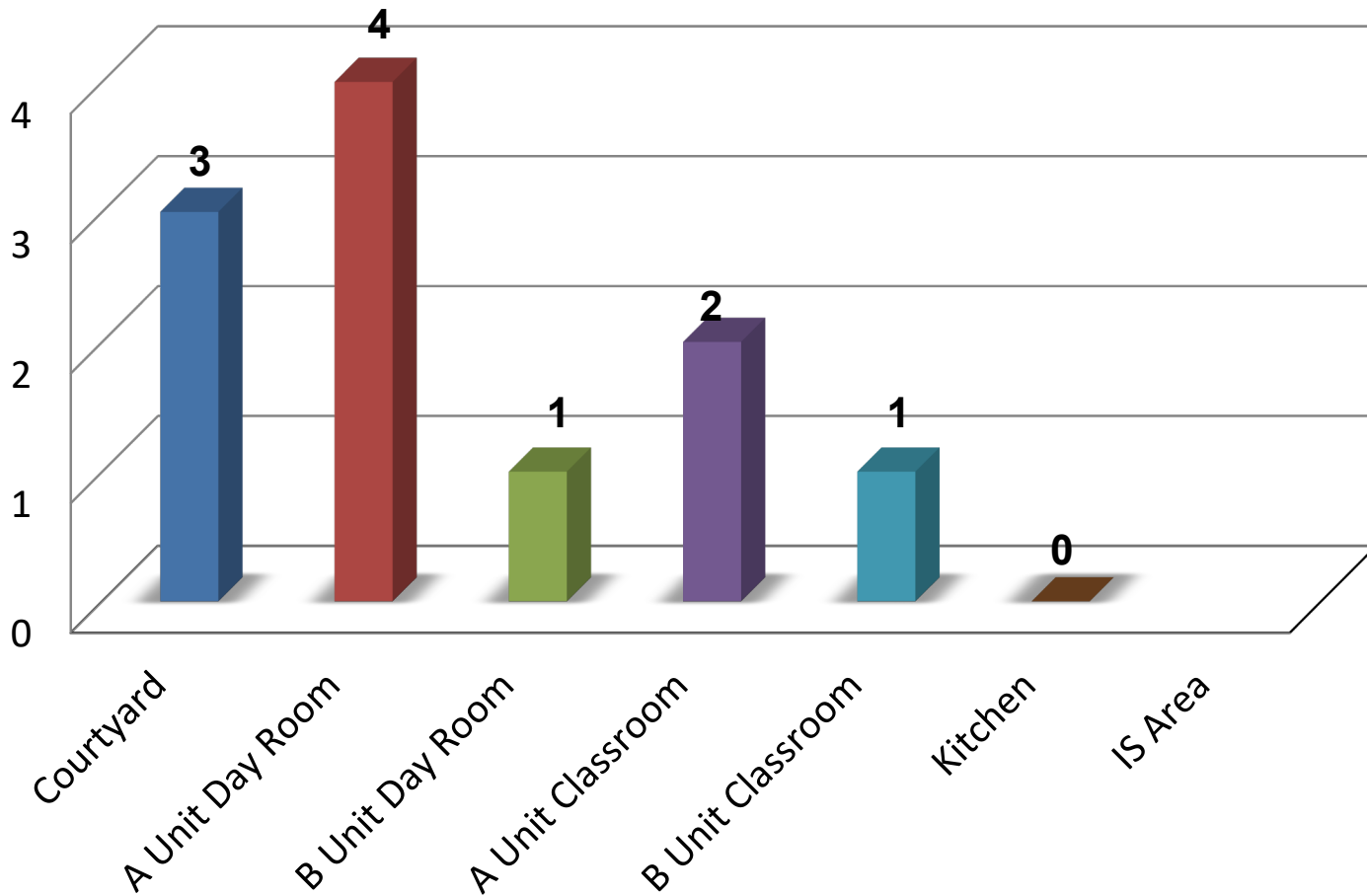
**January 2022 - March 2024**

# Santa Cruz County Juvenile Hall Use of Force: Overview



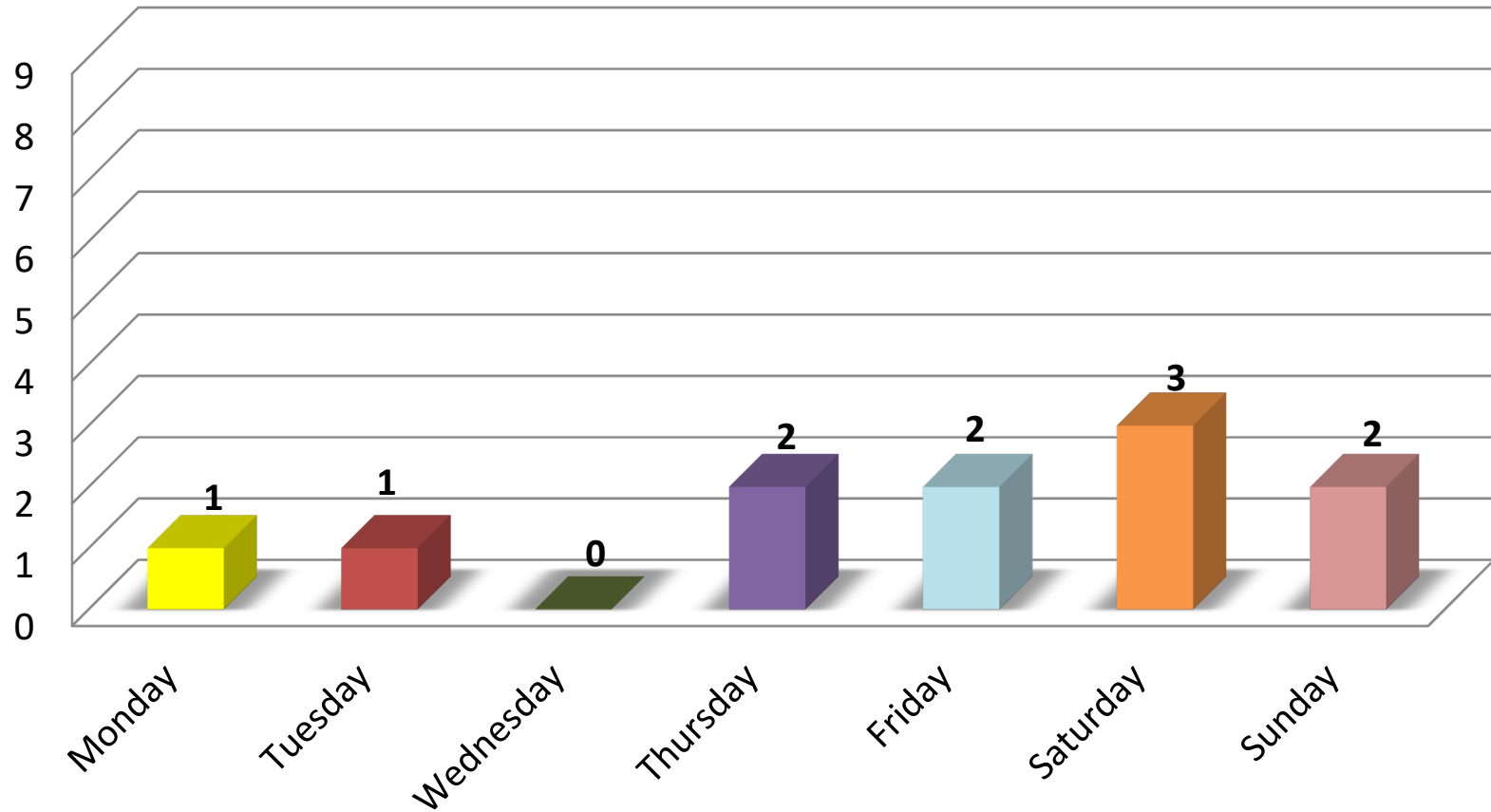
**January 2022 - March 2024**

## Santa Cruz County Juvenile Hall Physical Altercations: Location



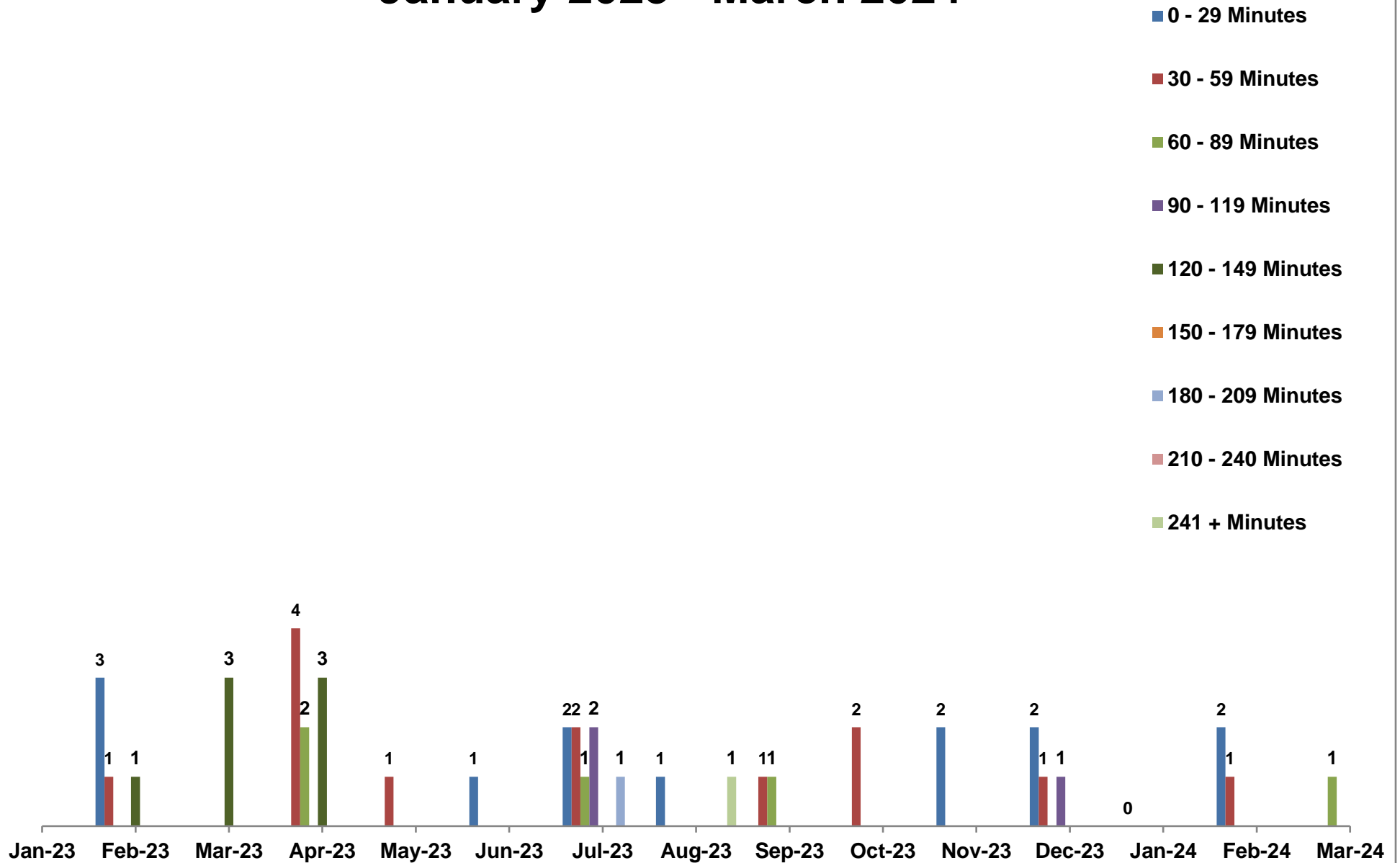
**January 2022 - March 2024**

# Santa Cruz County Juvenile Hall Physical Altercations: Day of the Week



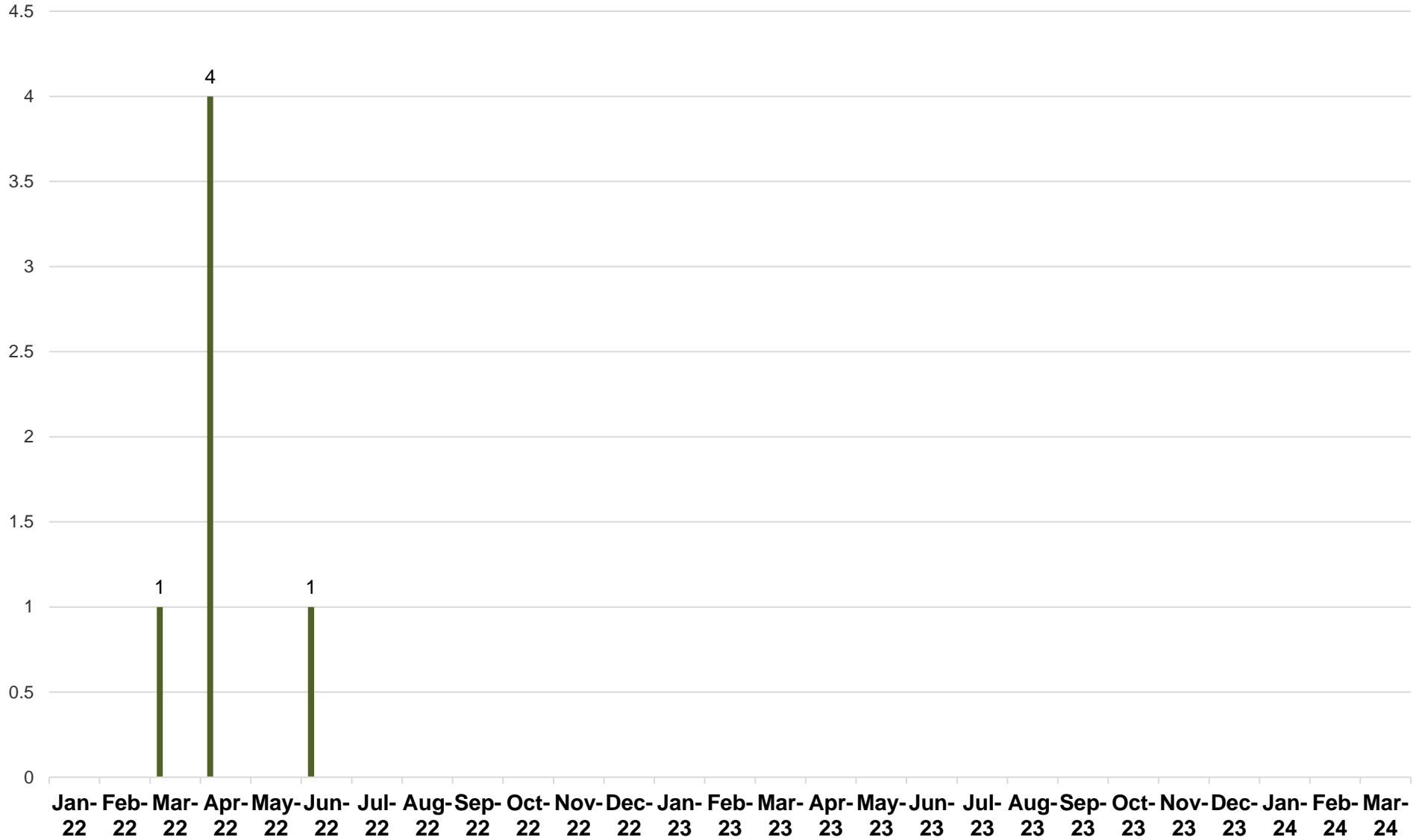
**January 2021- March 2024**

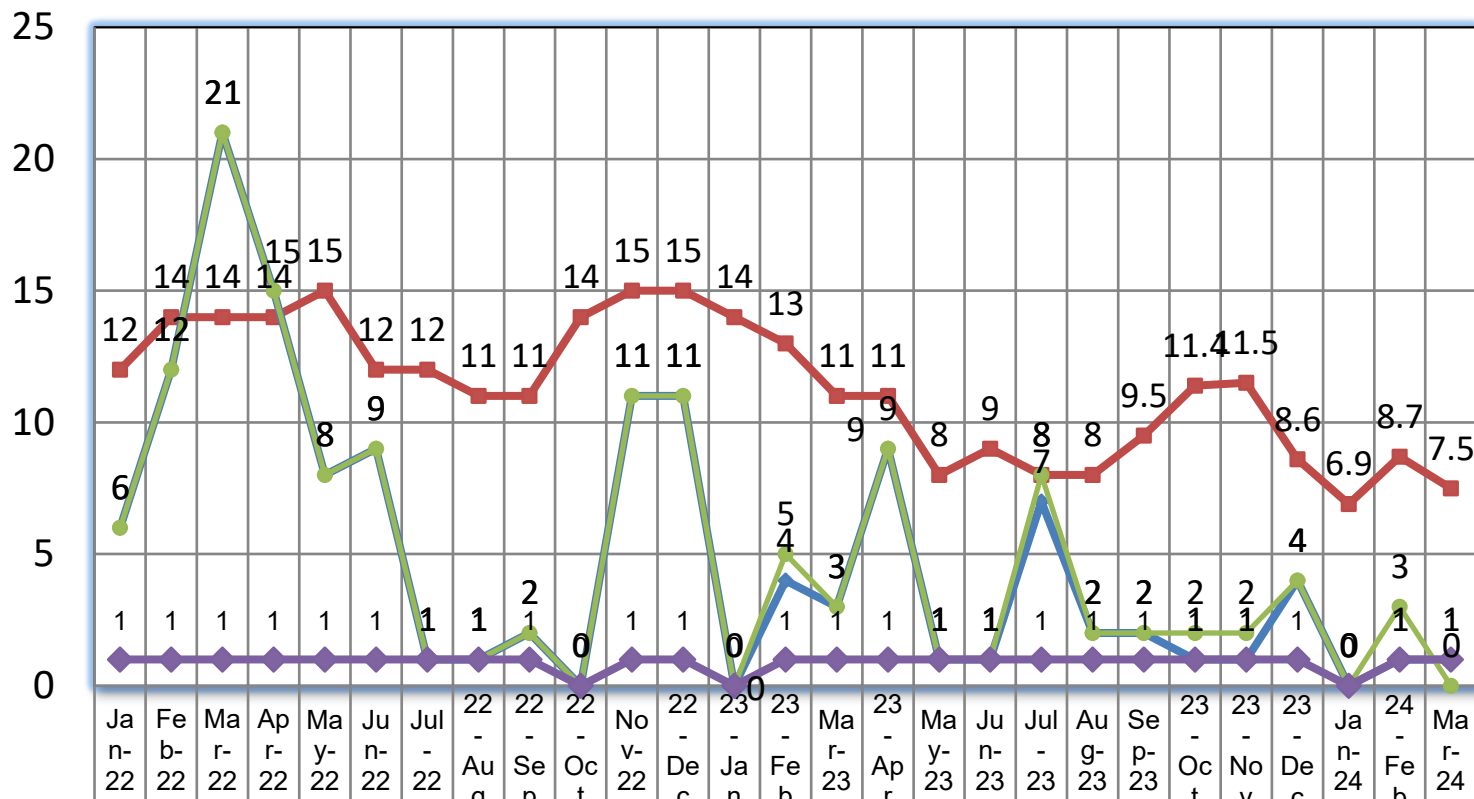
# Santa Cruz County Juvenile Hall Room Confinement by Minute January 2023 - March 2024



# Santa Cruz County Juvenile Hall Room Confinement over 4 Hours January 2022 - March 2024

■ 4 - 5 Hours    
 ■ 6 - 7 Hours    
 ■ 8 - 9 Hours    
 ■ 10 - 11 Hours    
 ■ 12 Hours

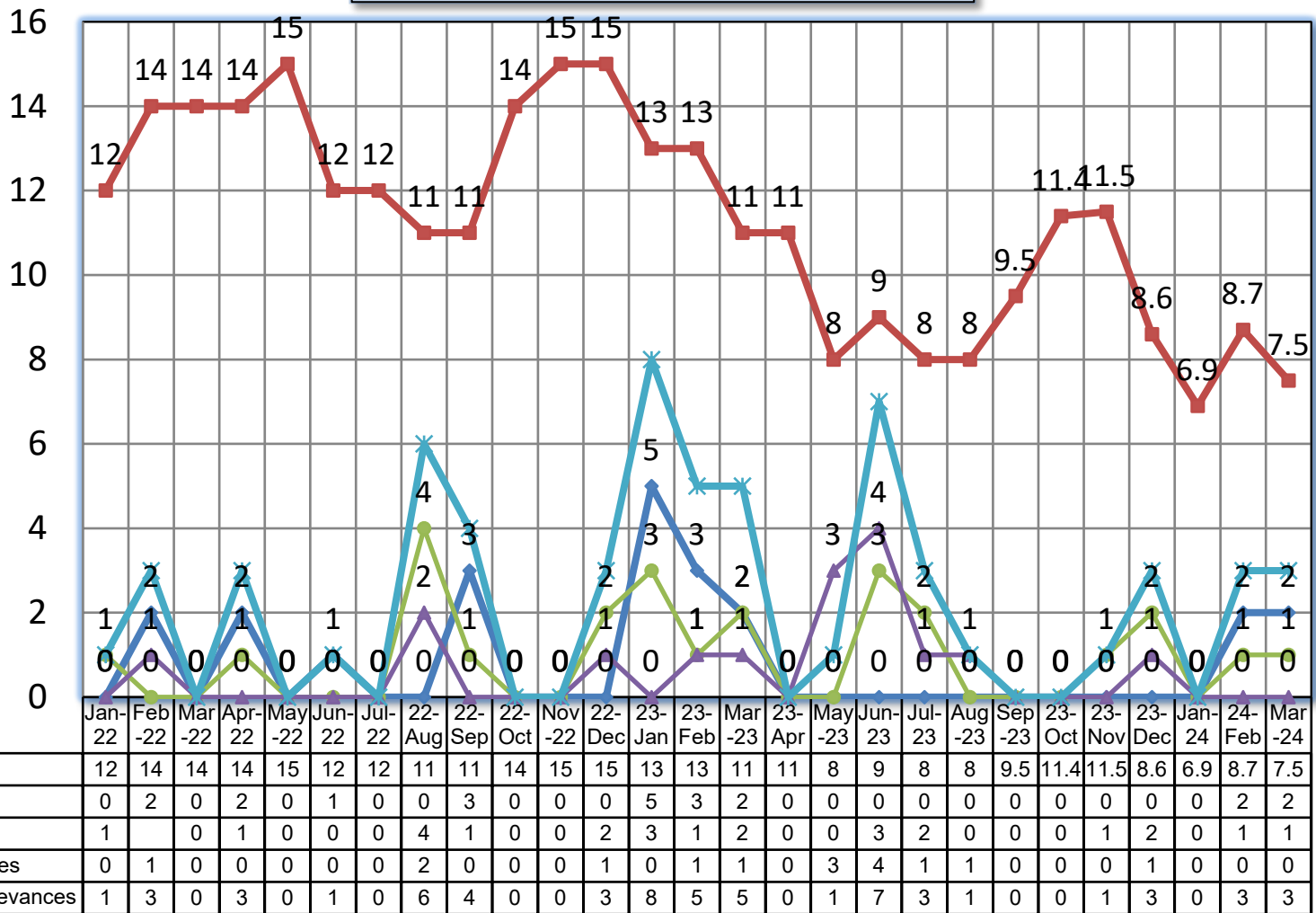




ADP	12	14	14	14	15	12	12	11	11	14	15	15	14	13	11	11	8	9	8	8	9.5	11	12	8.6	6.9	8.7	7.5
# Youth Incidents	6	12	21	15	8	9	1	1	2	0	11	11	0	4	3	9	1	1	7	2	2	1	1	4	0	1	1
Total # R/C Days for Month	6	12	21	15	8	9	1	1	2	0	11	11	0	5	3	9	1	1	8	2	2	2	2	4	0	3	
Avg # R/C Days per Youth/Incident	1	1	1	1	1	1	1	1	1	0	1	1	0	1	1	1	1	1	1	1	1	1	1	1	0	1	1

**Santa Cruz County Juvenile Hall  
Room Confinement: Overview  
January 2022 - March 2024**

## Santa Cruz County Juvenile Hall Grievances: Overview



January 2022 - March 2024





# What is Results Based Facilitation (RBF)?

*Results Based Facilitation<sup>1</sup> is a specific, hands-on method that enables people to practice the skills for getting different and better results in their meetings and conversations. The method is useful in one-on-one conversations, small groups, and large groups whether you are a meeting participant or meeting facilitator.*

## Skills/Competencies

<p><b>1) Hold Roles</b> Become aware of how people hold roles in meetings and choose to develop the skill of holding the neutral role (when beneficial) as a participant or as an authorized facilitator.</p>	<ul style="list-style-type: none"> <li>○ Use Boundary of Authority Role and Task (B/ART) to define and differentiate roles</li> <li>○ Use B/ART to understand group dynamics and achieve meeting results</li> <li>○ Hold neutral facilitator role</li> <li>○ Give work back to the group</li> </ul>
<p><b>2) Hold Conversations</b> Become aware that conversations are the focus of collaborative work and to choose to participate in conversations with an appreciation of and openness to other people and their point of view.</p>	<ul style="list-style-type: none"> <li>○ Demonstrate appreciative openness</li> <li>○ Use Context Statements, Effective Questions, Listen Fors</li> </ul>
<p><b>3) Hold Groups</b> Become aware that groups are composed of diverse individuals. As a result, they choose to understand each individual's perspectives, preferences, and interests using methods to facilitate and support groups to have one conversation at a time.</p>	<ul style="list-style-type: none"> <li>○ Use flip chart to display group's work</li> <li>○ Sequence, Summarize &amp; Synthesize</li> <li>○ Check-in and Check-Out</li> </ul>
<p><b>4) Hold 3R Meetings</b> Become aware of the structure and process of conversations and choose to master and apply methods that will help you design and execute meetings that produce results.</p>	<ul style="list-style-type: none"> <li>○ Use concept of Relationships + Resources = Results (3R) to design meetings and in meetings to achieve results.</li> </ul>
<p><b>5) Hold Mental Models</b> Become aware of the range of mental models and choose to master and apply mental models that contribute to moving groups from talk to accountable, aligned action.</p>	<ul style="list-style-type: none"> <li>○ Use Proposal Based Decision Making to move groups from talk to action</li> <li>○ Use conversations to develop convergence</li> <li>○ Name and address barriers to convergence</li> <li>○ Make and help others make action commitments</li> <li>○ Observe and respond to group dynamics</li> <li>○ Assess and address conflict</li> </ul>
<p><b>6) Hold Action and Results</b> Become aware, that in meetings, groups can commit to aligned action and choose to work toward achieving meeting results that lead to results within programs, organizations, and communities.</p>	<ul style="list-style-type: none"> <li>○ Be accountable in role for contributions to results</li> <li>○ Use RBF skills to work collaboratively to accelerate progress toward results</li> </ul>

## Conceptual Model

The conceptual model for RBF integrates approaches from Heifetz<sup>2</sup> (adaptive leadership), the White Institute (interaction of person, role, and system), Meyers Briggs Type Indicator (use of type preferences to understand differential impact and to respond to group dynamics), Ury, Fisher and Patton<sup>3</sup> (interest based negotiation), Moore<sup>4</sup> (conflict resolution), and Senge<sup>5</sup> (systems thinking). At the core of RBF is the concept of results accountability. RBF is compatible with most results frameworks, and is particularly suitable for supporting the implementation of Friedman's Results Accountability Framework.<sup>6</sup>

The following hypotheses integrate these approaches into a facilitative model of how groups move from talk to action that produce results:

- The work of meetings occurs through conversations and can be thought of as a series of conversations that create meaning and movement to action and results.
- Group conversations can be designed, prepared for, and flexibly supported by someone with a set of listening and speaking skills.
- A facilitator who holds a neutral role, working in support of the group is a key element of success.

RBF is a competency-based approach to participating in and facilitating meetings in order to get results. The six RBF competencies used by participants and facilitators move groups from talk to action that produces results within programs, organizations and communities. This is done by focusing on meeting results and by developing an accountability framework for commitments to align action.

The central organizing concept of RBF is that of achieving results and accountability for results.

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## Endnotes

<sup>1</sup> Excerpts with permission from Jolie Bain Pillsbury, PhD. (2013). *Results Based Facilitation Moving From Talk to Action, An Introduction*. Sherbrooke Consulting Inc. [www.sherbrookeconsulting.com](http://www.sherbrookeconsulting.com)

<sup>2</sup> Heifetz. (1994). *Leadership Without Easy Answers*. Belknap Press.

<sup>3</sup> Fisher, Ury, and Patton. (1991). *Getting to Yes* (2<sup>nd</sup> Edition). Penguin Books.

<sup>4</sup> Moore. (1986). *The Mediations Process: Practical Strategies for Resolving Conflict*. Jossey-Bass.

<sup>5</sup> Senge. (1990). *The Fifth Discipline the Art and Practice of the Learning Organization*. Doubleday.

<sup>6</sup> Friedman. (2005). *Trying Hard Is Not Good Enough*. Trafford Publishing.

### Learn More About Results Based Facilitation

Contact Sarah Rajski, Senior Manager: [Sarah.Rajski@BuildingChanges.org](mailto:Sarah.Rajski@BuildingChanges.org), 206.805.6123

This document can be found online at:

<http://www.buildingchanges.org/library-type/other/item/881-what-is-results-based-facilitation>

### About Building Changes

Building Changes serves as an intermediary among philanthropy, government agencies, and service providers, seeding and nurturing fundamental change in the ways our communities collaborate to address homelessness.

## **POWERFUL QUESTIONS**

### **Q's that focus attention on values and/or outcomes**

- 1) *What opportunities can you see in this strategy?*
- 2) *What's important to you about this project?*
- 3) *What would this give you for the future?*
- 4) *How could we make this happen?*
- 5) *How could we do both/and rather than either/or?*

### **Q's that connect ideas**

- 1) *What's emerging here for you?*
- 2) *What's been your major learning or insight so far?*
- 3) *What has not yet been said that would help us reach a deeper understanding about this issue?*
- 4) *How does this complement your plan?*
- 5) *How might we integrate these two positions?*

### **Q's that can create forward movement when "stuck"**

- 1) *What would it take to create a change on this issue?*
- 2) *What would it take for you to talk about this issue with me?*
- 3) *How can I best support your needs going forward?*
- 4) *What do you think is possible?*
- 5) *How would you like to see this happen?*



**WHAT or HOW questions are POWERFUL!!**

*Adapted from Crucial Conversations, VitalSmarts © 2002*

## **Officers of the Juvenile Justice and Delinquency Prevention Commission – rev. February 2024**

### **From the Bylaws Article V:**

**Section 1.** Officers of the Commission shall serve one (1) year term and shall be elected by a majority vote of the Commissioners at the Annual Meeting in April or as otherwise designated by a Commission vote. The Commission officers shall be the Chair, the Vice-Chair, the Secretary, and the Immediate Past Chair.

**Section 2.** Commissioners shall make nomination(s) for the officers at the Annual Meeting, a designated meeting, or upon office vacancy.

**Section 3.** Each Commissioner shall hold one office at a time, and no Commissioner shall serve more than two (2) full consecutive years in the same office.

**Section 4.** In the event of a vacancy in the office of Chairperson, Vice-Chairperson, or Secretary by death, resignation, or otherwise; the Commission shall immediately select a successor to the vacant office to fill the vacancy for the remaining term of office.

**Section 5.** The Chairperson or their designee shall be the official spokesperson for the Commission. No Commissioner may make a public statement regarding Commission business, findings, or viewpoints without first securing the Chair's authorization and after a vote by the Commission regarding the subject matter. Individual Commissioners cannot commit the Commission to any policy determination or course of action. Nothing in these Bylaws shall be construed to prevent Commissioners from expressing themselves as individuals. However, such action shall include a disclaimer that such expression is made in an individual capacity and not as a representative of the Commission's conclusions.

### **Duties of the Officers:**

#### **Chair:**

1. Work with the Steering Committee and Staff to create the meeting agenda and forward Agenda Packet attachments to the Staff to post/distribute. Recruit guest speakers/agencies to foster Commission awareness and support the invited agency's work.
2. The Chair may call Special Meetings which shall be open to the public, held within the County of Santa Cruz, and comply with the Brown Act. Check in with Staff about meeting postings, packet distribution, and, if necessary quorum estimation.
3. Facilitate monthly Commission meetings. Be familiar with Rosenberg's Rules of Order which guide the Commission in all parliamentary and procedural matters not otherwise specified within or inconsistent with the JJDPC Bylaws.
4. Attend monthly Steering Committee Meetings.
5. Help actively recruit and support new Commissioners. Do outreach within the community and with Supervisors. When new members are interested, the Staff helps orient/invite them to the first meeting once they apply. The Chair plays an active part by contacting prospective members to help acquaint them with the work we do and the expectations of the Commission of

its members. When a new Commissioner starts, the Chair should send a welcome email and orientation materials. They should also followup with them after their first few meetings and /or assign another Commissioner as their mentor.)

6. Coordinate any presentations/communications from the Commission as a whole with the Probation Department and the BOS.
7. Establish regular communications with Probation and Juvenile Hall.
8. As per our Bylaws, represent the Commission at the JJCC County Meetings.
9. With Commission approval, act as the spokesperson for the Commission.
10. Along with the Secretary, review JJDPC Commission Meeting minutes drafted by Staff prior to their inclusion in the Meeting Agenda Packet.
11. Check in with Sub-Committee Chairs to support their goals and activities.
12. Consult with the Vice Chair on any critical matters that they deem necessary to the work and continuity of the Commission.

#### **Vice Chair**

1. Step in for the Chair in facilitating meetings, agenda creation and packet creation/distribution if the Chair is absent or unavailable.
2. Be familiar with fRosenberg's Rules of Order which guide the Commission in all parliamentary and procedural matters not otherwise specified within or inconsistent with the JJDPC Bylaws.
3. Attend monthly Steering Committee Meetings.
4. Assist Chair as may be requested.

#### **Secretary**

1. Step in for the Chair and Vice-Chair in facilitating meetings, agenda creation and packet creation/distribution if the Chair and Vice Chair are absent or unavailable.
2. Attend monthly Steering Committee Meetings.
3. Review draft of the monthly minutes as prepared by Staff prior to their inclusion in the Monthly Meeting Packet.

#### **Immediate Past Chair:**

1. This Officer helps smooth the transition in leadership and has the responsibility to help mentor the new Chair and share their historical information and knowledge of the work that the Commission does/has done and the relationships that are important and helpful in the Commission's work.
2. Attend monthly Steering Committee Meetings.

**April 2024 Draft JJPC Purpose Statement Option B from retreat:**

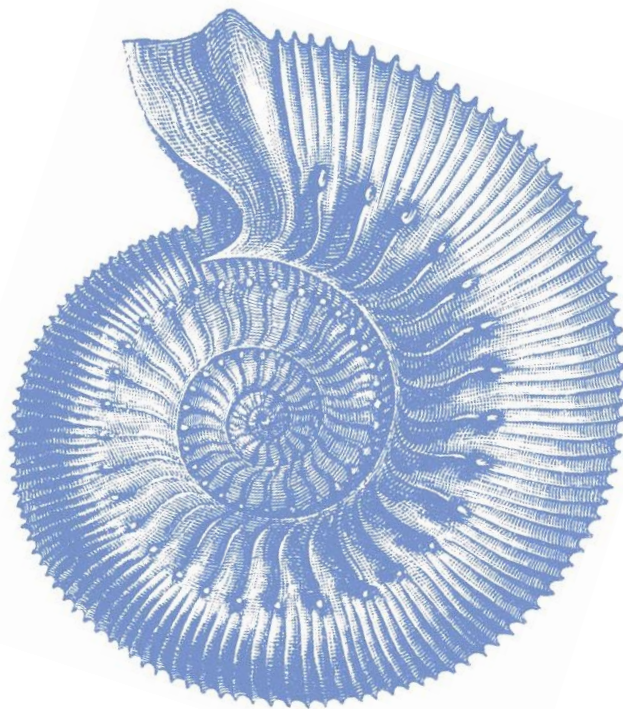
As a Commission we will educate our community and system leaders on the importance of positive youth development and advocate for coordinated and well-resourced systems that promote success and prevent system involvement.

**Revised based on content feedback from retreat:**

The purpose of the Juvenile Justice and Delinquency Prevention Commission is to advocate for and protect the safety and well-being of dependency and juvenile justice-involved youth and to prevent youth from becoming involved in the juvenile justice system. As a Commission we will educate and inform our community and system leaders on the importance of positive youth development and advocate for coordinated and well-resourced systems that promote family and youth success and prevent system involvement.

# JJDPC

## Juvenile Justice Delinquency Prevention Commission



**March 23, 2024 • 10:00 AM – 4:00 PM**

Pájaro Valley Prevention & Student Assistance  
411 East Lake Ave, Watsonville, CA

## 2024 Retreat Report

## Table of Contents

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## Executive Summary

The Juvenile Justice Delinquency Prevention Commission (JJRPC), referred to as the Commission in this report, held a planning retreat on Marcy 23, 2024 to define a shared purpose and priority focus areas to guide the Commission's work for the next two years.

Under the guidance of the retreat planning sub-committee, the following four goals were identified to drive the agenda.

1. Build and/or strengthen relationships among Commissioners
2. Affirm a shared vision and purpose among the Commissioners (*Action Item 1*)
3. Define the focus of the activities of the Commission for the next 1-2 years (*Action Item 2*)
4. Strengthen relationship, alignment & coordination with Probation (*Action Item 3*)

The agenda was designed based on the goals and the feedback gathered throughout the planning process. Recognizing that we had an ambitious agenda, it was designed to be flexible and responsive to the areas of interest and flow of the topics given the importance of these foundation and direction-setting conversations.

Below is a summary of the retreat outcomes organized by action item.

### **Action Item #1: Affirm a shared vision and purpose among the Commissioners**

Within the context of the Commission's governing documents (Welfare & Institutions Codes and Santa Cruz County Code 2.38), the draft bylaws, and the current mission statement, engaged in a conversation around the elements of a compelling purpose to lead with and rally around. By the end of the retreat, the group reached a consensus and approved the content for a Commission purpose statement. The steering committee was tasked with processing the group's feedback and bringing a revised draft to the full Commission for consideration. See page 7 for the approved content draft and feedback.

### **Action Item #2: Define the focus of the activities of the Commission for the next 1-2 years**

Commissioners decided to define three focus areas (strategic priorities) to advance over a two-year period. The annual Juvenile Hall inspection was designated as one of the three focus areas. Despite time constraints and a process glitch, two areas received enough support to pass a vote. The two additional strategic priorities include:

- **Juvenile Hall Annual Inspection:** Conducting an annual inspection of the Juvenile Hall and reporting on findings and recommendations.
- **Positive Youth Development:** Uplifting and promoting the 40 Developmental Assets positive youth development framework
- **Convening Stakeholders:** Bringing together stakeholders for an uplifting summit on prevention and related youth topics / issues to inform, educate, foster collaboration, and celebrate / highlight what is working.

### Action Item #3: Outline of how to strengthen relationship, alignment & coordination with Probation\*

Throughout the retreat, Commissioners expressed an interest in cultivating and strengthening relationships with all stakeholders, including Probation, specifically on exploring win-win opportunities to leverage resources and expertise.

Due to time constraints, this agenda item was tabled for a future meeting.

### Other Topics of Commissioner Interest

In an effort to make progress towards the stated retreat goals, a space was created to centralize Commissioner questions and topics of interest that surfaced throughout the planning process and during the retreat. This space is referred to as the “hopper”. The proposal was to the items on the hopper list until they were addressed through a related conversation, placed on the appropriate agenda, or determined to be no longer relevant. A regular review of the hopper list when generating Commission or sub-committee meetings is encouraged. See page 12 for list of the hopper of items as of March 23, 2024.

### General Recommendations

**Working Agreements:** Develop clear and concise working agreements for Commission meetings and interactions. Establishing a set of meaningful agreements outlining how members engage and work with each other can foster a supportive culture conducive to full engagement, trust, efficient workflow, and strong collaboration.

**Strategic Priorities Reflect Official Business of the Commission:** This can be a working agreement or a part of the motion to adopt the goals once articulated. This agreement would acknowledge that while there are many issues of importance the Commission can focus on, the focus of the meetings and the Commission’s primary work will be on adopted goals. This would not deter anyone from engaging in work they deem important as individuals but the shared airtime / Commission business would be anchored on the agreed upon goals so as not to water down the impact.

**Success Indicators:** Articulate success indicators and metrics for each priority area (goal) to guide the development of the work plan.

**Shared Language / Definitions:** Create and maintain a document of Commission terms and definitions to support the onboarding of new Commissioners and to ensure clarity in communication. This is particularly helpful for youth or folks newer to the field. This can include your shared definition of your purpose statement, strategic priorities, etc. For example, goals and objectives are sometimes used interchangeably so ensuring that everyone is working with the same definitions can ensure consistency in conversations and save time.

Please see full report for details.

*Report drafted and submitted by facilitator Cynthia Cuéllar.*

## I. Retreat Overview

### Retreat Planning

Planning process began with an exploratory conversation between Chair Druley, Commissioner Johnson and myself followed by a formal planning meeting with the full planning committee on February 28, 2024. The Commissioners present included Chair Cynthia Druley and Commissioners Elaine Johnson and Jasmine Nájera. The planning committee helped draft initial goals and outlined logistics. The remaining planning details and follow up was coordinated by the Chair and I. An invitation was extended to all Commissioners to provide input on the draft goals and content to inform the agenda. Seven out of 11 Commissioners submitted feedback.

### Agenda

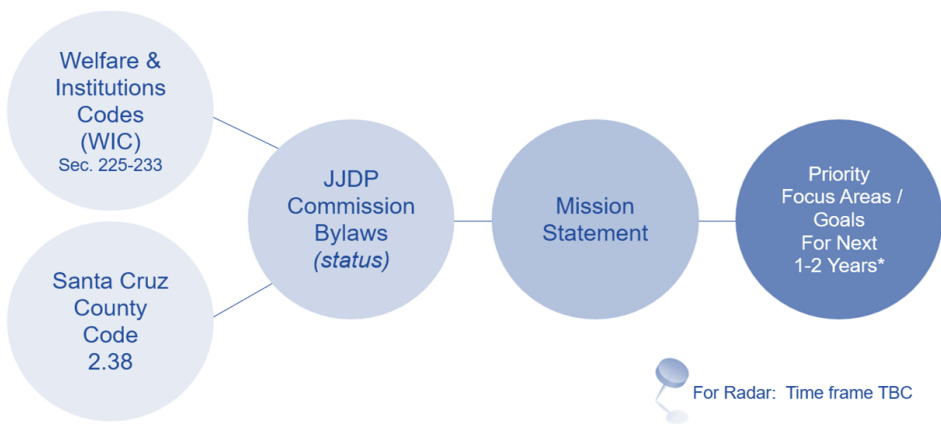
The agenda was designed based on the goals and the feedback gathered throughout the planning process. We recognized it was an ambitious agenda and it was designed to be flexible and responsive to the areas of interest and flow of the topics given the focus and importance of these foundation setting conversations. Items of interest not directly related to agenda were placed on the hopper list for future discussion.

### Retreat Attendees

- Beverly Brook
- Cynthia Druley
- Dave Brody
- Deutron Kebebew
- Elaine Johnson
- Eli González
- Forrest Revere
- Gerardo García (Probation Staff)
- Jasmine Nájera
- Judge Jerry Vinluan
- María Rodríguez-Castillo
- Reyna Ruiz
- Sierra Thompson

## II. Goal / Action Item #1 - Affirm Shared Vision & Purpose Among Commissioners

We initiated the discussion by reviewing current starting point and acknowledging the framework for the conversation as illustrated below. The items A – G below reflect the evolution of the conversation.



### Recommendation:

For consistency, suggest using “purpose statement” moving forward versus vision for clarity and to align with the retreat conversation. (See attachment X.)

### Approved Next Step:

Finalize the purpose statement based on the approved initial content draft with the feedback provided by the group as noted. Delegated revision to Steering Committee who will bring a revised draft to full Commission for consideration and adoption.

**A. Probation Website:** The mission of the Santa Cruz County Juvenile Justice Delinquency Prevention Commission is to advocate for and protect the safety and well being of dependent and delinquent youth, as well as to promote intervention and prevention services and programs in Santa Cruz County.

The Juvenile Justice mandate of the Commission is to conduct a yearly inspection of the Juvenile Hall and, after the investigation is complete, make recommendations to the Chief Probation Officer and the Board of Supervisors for changes which are deemed beneficial.

**B. From Bylaws Draft:** The bylaws are pending a revision and update to align with the Santa Cruz County Code 2.38. The latest draft on file states the following:

*The purpose of the Santa Cruz County Juvenile Justice and Delinquency Prevention Commission, hereafter referred to as the "Commission," is to inquire into the administration of Juvenile Court law in the County, advocate for and protect the safety and well-being of dependency and juvenile justice involved youth, and prevent youth from becoming involved in the juvenile justice system. The Commission will provide oversight of the Juvenile Court, Probation Department, Law Enforcement Agencies, legislative action, and support and promotion of successful prevention and intervention programs.*

### **C. Initial Conversation Notes Based on Sample Starting Places**

#### **Guiding Questions:**

- In the context of the existing mission statement, what should our focus be? What do we want to rally around as a Commission?
- Of all the things we can focus on or advance that fall within our mission and mandates, where can we make the biggest contribution or impact? What is the ideal role or purpose we want to lead with? What do we want to place at the core of the shell spiral to help focus and drive goal setting conversations?
- Why do we exist? (Mission)
- Purpose can speak to the role or focus of the work in service of the mission.

### **D. Conversation Notes**

- Educate / Elevate / promote / advocate for equity & what is effective and working by connecting with stakeholders and cultivating relationships
- Work to prevent youth entering the system
- Contribute to and help build / strengthen / advocate / promote a support network for youth and families
  - Articulate / focus on a strategy that ensures youth have the support to keep them out of the system or if in the system, they have the support during and after to uplift them
  - Help build strong support systems that include the family and community
- Focus on youth and families / youth belonging / importance of investing in youth
- Help change narrative around youth and justice engaged youth; using voice of commission (unified voice)
- Educate / inform / influence systems folks on what is working, promising practices
  - Advocate for resource investments
  - Serve as resources to help them understand the obstacles/challenges youth / families face to create collaborative solutions to address them e.g. transportation, language, support to meet conditions
  - Build cultural competence into decision making
  - On assets and support networks
- Equitable approach to supporting youth
- Emphasis on prevention
- Systems change focus / lens vs working to try to make change within status quo
- Focus on strengths / building strengths / on strengths
- Adopt / Amplify a collaborative approach: How can I / we help?
- Establish relationships, serve as connectors

### **E. Developed Working Draft Based on Feedback Above**

As a Commission we [will] educate our community and system leaders on the importance of positive youth development and advocate for coordinated and well-resourced systems that promote success and prevent system involvement.

## **F. Group Feedback on Working DRAFT**

- Family is missing from draft. Possible edits:
  - Add families to the first sentence: As a Commission we will educate our community, families, and system leaders....
  - Add “family” before “success”
- Consider changing education to “inform”. Was discussed but no clear preference noted. There was equal feedback on why education also works and two folks specifically stated “no preference”.
- Draft focuses on prevention; add language to include the focus on dependent / delinquent youth ....
- Specifically made reference to drawing on the language from the bylaws purpose language.
- Other noted feedback that was part of that discussion:  
(No specific edits were identified / called out)
  - Expand; challenge the status quo
- Systems work focus

### III. Goal / Action Item #2 – Define Focus of Commission Activities for Next 1-2 Years\*

**Backdrop Snapshot:** As context and backdrop to the conversation about defining the shared focus of the Commission’s work we initiated a conversation about capacity, reviewed and discussed a SWOT analysis. The time spent on the SWOT and the goals conversation was very limited and although progress was made, more time allocated to these important conversations is ideal.

**Timeline:** Initial conversations referenced a one-to-two-year outlook for this effort. Given the Commission currently meets monthly, I suggested the timeframe for this effort be at least two years. Group unanimously supported a two-year time frame.

**Commission Capacity:** An invitation was extended to consider Commission capacity as an important factor. Currently, the Commission meets monthly as a full Commission with subcommittees advancing the work between meetings. However, in the absence of a shared purpose statement, focus areas aka goals, poses a challenge for any group which. Aligning the Commission’s mission, purpose statement, priorities, and capacity often helps to efficiently advance goal setting and related work plan structure conversations.

**Question to Assess Goal Setting Capacity:** What are the regular / ongoing activities that will continue regardless of any specific or additional goal setting? The following items were pulled from the DRAFT bylaws as a starting point for conversation.

- Annual Juvenile Hall Inspection & Report
- ~~Receive notifications in writing regarding “serious incidents” affecting youth who come within the jurisdiction of the Juvenile Court.~~
- ~~Investigate youth complaints~~
- What else?

**Highlights from conversation as follows:**

- Crossed out items above reflect expected bylaw edits based on conversations with Probation.
- Areas / ongoing activities referenced by Commissioners as impacting capacity
  - Recruitment in general & recruitment of youth
  - Commissioner onboarding / Commission development (governance)
  - Aspirational and previously contemplated but not in place: Community partner presentations
  - Keep prevention focus

**Highlights:**

Identified three focus areas or strategic priorities for a two-year time period.

- Annual Juvenile Hall Inspection & Report
- Positive Youth Development
- Stakeholder Convening

**Recommendations:**

- For consistency, suggest using “purpose statement” moving forward versus vision for clarity and to align with the retreat conversation. (See attachment C.)
- Timeline: Consider aligning the two-year project time to a fiscal year July 1, 2024 – June 30, 26 to allow time over the next few meetings to finalize the purpose statement, draft goals, and participate in the Results Count training.

**Possible Next Steps:**

- Articulate goal for each strategic priority focus area
- ID success indicators or SMART Objectives to guide work plans
- Draft workplans to manage
- Recalibrate plans based on capacity to ensure progress is made.

## Laser SWOT Analysis

The information submitted by Commissioners in the planning survey was centralized and structured as a SWOT analysis. Utilizing this formatted survey input provided a comprehensive overview based on the submitted information, while also contextualizing goal setting. It was acknowledged that certain entries could appear in multiple quadrants, as is often the case. For instance, a "weakness" may also be perceived as an "opportunity." The SWOT review and exercise were not intended to be exhaustive and comprehensive. The group discussed missing elements and added additional entries, as noted in the attachment. See attachment A.

## Focus Areas (Strategic Priorities)

Based on survey data, a list of potential focus areas or projects was shared with the group. Due to time constraints the activities associated with conversation were condensed in an effort to get a broad strokes assessment on initial focus area / project list to build on.

Before initiating the focus areas conversation, the group reached a consensus on the number of priority areas they wanted to explore and agreed to no more than three focus areas. They concluded that one of the priority areas by default is the annual Juvenile Hall Inspection and report and agreed to identifying no more than two additional focus areas.

**Process:** A guided conversation to confirm a set of projects was planned yet not included during the retreat. Based on the draft list provided, plus one addition, we engaged in a voting exercise to gauge collective interest and define next steps. Commissioners were provided a set of voting dots and were asked to distribute their dots among the 17 possible focus areas aka projects on the draft list. They were free to distribute their dots across any number possible projects. See attachment C for draft project list.

**Process Glitch:** In condensing the activities, the step to add any additional or missing projects was skipped. A Commissioner(s) identified a missing project / focus area and it was added as item #17 prior to the dot vote. However, facilitator did not confirm that everyone had a full understanding of item #17 before the voting exercise. (Facilitator's missed step.) Element #17 was a listed as convening / summit.

**Results:** Based on the brief voting exercise, two focus areas / projects surfaced to the top. With additional conversation connections to other projects on the possible projects list were made as captured below.

### **Focus Area 1: Juvenile Hall Inspection**

- Although goal is yet to be fully defined, the two areas of interest that were reference include a process enhancement lens and a better / shared workload distribution so it does not fall primarily on the Chair.



## **Focus Area 2: Positive Youth Development**

- Reference from Project List: Developmental Assets Project
  - Uplifting the Development Assets Project (Pajaro Valley) activities in middle schools with two generational family support activities and resources.
  
- Conversation Notes
  - Focus on promoting / expanding the work county-wide
  - Can combine with project #10: Inventory of Positive Youth Development Resources e.g. co-brand an annually updated inventory of positive youth development resources/services in our community.
  - Issue a “State of Youth” Report (Post retreat note: “State of our Youth”?)

## **Focus Area 3: Convening Stakeholders**

- From Retreat: Bringing together stakeholders for an uplifting summit on prevention and related youth topics / issues to inform, educate, foster collaboration, and celebrate / highlight what is working.
  
- Conversation Notes
  - Incorporate theme from project #5: SBA23 into convening e.g. breakout session
  - Include youth & family voices and those with lived experience in the design and implementation; they should be part of the process

## IV. Hopper; Areas of Interest Identified

### Retreat Planning Phase

- **Commission Data:** What data does the Commission need to review? Frequency?
- **Sub Committees:** What is the ideal structure to support the Commission's work/workflow and the soon to be defined goals/objectives
- **Meeting Schedule:** What is the ideal length and frequency of meetings?

### During Retreat

- **Student Success Program:** Ask Probation to speak about Student Success Program
- **Spending of \$19M Opioid Funds:** Who can convene conversation county-wide about this will be used?

## V. General Recommendations

**Working Agreements:** Develop clear and concise working agreements for Commission meetings and interactions. Establishing a set of meaningful agreements outlining how members engage and work with each other can foster a supportive culture conducive to full engagement, trust, efficient workflow, and strong collaboration.

**Strategic Priorities Reflect Official Business of the Commission:** This can be a working agreement or a part of the motion to adopt the goals once articulated. This agreement would acknowledge that while there are many issues of importance the Commission can focus on, the focus of the meetings and the Commission's primary work will be on adopted goals. This would not deter anyone from engaging in work they deem important as individuals but the shared airtime / Commission business would be anchored on the agreed upon goals so as not to water down the impact.

**Success Indicators:** Articulate success indicators and metrics for each priority area (goal) to guide the development of the work plan.

**Shared Language / Definitions:** Create and maintain a document of Commission terms and definitions to support the onboarding of new Commissioners and to ensure clarity in communication. This is particularly helpful for youth or folks newer to the field. This can include your shared definition of your purpose statement, strategic priorities, etc. For example, goals and objectives are sometimes used interchangeably so ensuring that everyone is working with the same definitions can ensure consistency in conversations and save time.

**SWOT Analysis Snapshot**

Exercise to help zero in on focus area(s) and frame goals conversation.

**JJDPC Mission Elements:**

1. Advocating for and protecting the safety and wellbeing of dependent and delinquent youth
2. Promoting intervention and prevention services and programs in SCC
3. Annual Juvenile Hall Inspection
- 4.

	<b>Helpful to Our Mission</b>	<b>Hinder Our Mission</b>
<b>Internal</b>	<b>S: Strengths</b>	<b>W: Weaknesses</b>
<b>External</b>	<b>O: Opportunities</b>	<b>T/B: Threats / Barriers</b>

## HELPFUL / Support our Mission

All the information contained in this attachment was drawn from the Commissioner's planning survey and organized into a SWOT analysis. Additional items added at the retreat as noted. Items in bold text reflect same reference made by multiple Commissioners.

### **S: INTERNAL Strengths**

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- Mission work:
  - Sharing concerns regarding sending our youth to a facility in Sonoma
  - Continuing work with the state's Office of Youth and Community Restoration to better serve our Secure Treatment youth (in and out of custody)
  - Highly engaged in supporting youth who have entered the Secure Youth Treatment Facility in Sonoma and have communicated the challenges in the Sonoma facility.
- **JH Inspection Experience**
  - For last 3 years, have done the most comprehensive inspections/assessments of Juvenile Hall that we have ever done.
  - Use of the Anne Casey tool for JH Inspections
- Commissioners
  - From organization who are key to the support of JJ youth = Greater visibility into the services and challenges for JJ youth
  - Diverse Commission
- Bylaws / Bylaw amendment
- Youth on commission
- Subcommittees
  - Focus on prevention via subcommittee work
- Commissioner relationships with kids that were sent away to Sacramento & Sonoma
- Added at retreat: Incoming Commissioners & community partners

### **O: EXTERNAL Opportunities**

---

- Collaboration: Working with probation and the courts to better serve our incarcerated youth
- Added at retreat:
  - Focus / invest in prevention
  - Creativity limited / opportunities to change the status quo
  - Healing modality
  - Opioid settlement funds

## HINDER our Mission

### W: INTERNAL Weaknesses

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- Commissioners' willingness to take a leadership role on the Commission
- Adequate staffing for the Commission. We need more staff support.
- Having a staff person from Probation be the Staff to the JJDPCC is awkward
- Lack of time to get to know each other to work together more effectively
- **Lack of clear direction, plans and SMART goals to focus our work**
- Vacancies due to recent resignations, filling vacancies and orienting new members is a challenge
- Difficult to get people to serve as officers. Part of the reason is our lack of staff resources.
- Disconnect with Probation: A lack of partnership / coordination / trust with Probation. Differences with Probation and County Counsel regarding proposed change bylaws + changes to the ordinances that govern our work
- Our aspirations to engage with children, families, local programs, and the Probation Department vs. our very scarce resources (time and money).
- Communication among Commissioners
- Lack of solid relationships across the board / Differences in work styles
- Collaboration to create win-win scenarios
- Dismantle / breakthrough / work through assumptions about our youth
- Build / strengthen relationship and from there have do the work; have policy conversations

### T/B: Threats / Barriers

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- Lack of support & recognition from the county (CAO's office, County Counsel and some supervisors) of the amount of work and advocacy this commission does
- New county structure of commission with respect to commissioners
- Fear based institutions

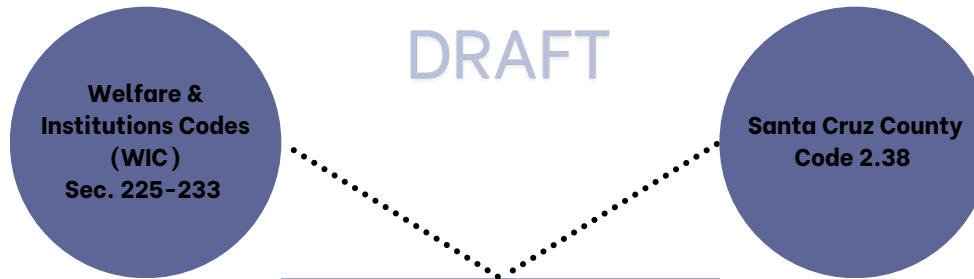
## Attachment B

### Promising Areas / Possible Projects: Possible Focus Areas and Goals

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1. (4%) Providing Secure Treatment youth a local step-down option with a numerous resources and support
2. (0%) Diversion (Partnership Opportunity)
  - Better training of resource officers for diversion alternative.
3. (6%) Advocacy for Service Improvements: Creation of a Caminos-like diversion program within the Santa Cruz County Sheriff's Office (and eventually in other police departments in the County)
4. (1%) Advocacy for Service Improvements: Support Probation Department in the creation of adequate step-down/support programming for youth returning from incarceration
5. (6%) SBA23
  - Work key to Commission & State
  - Create / host community engagement and education event
  - Design a model sight for reimagining how we serve these youth e.g. look at current investment and find alternative options e.g. buy a house and staff it to support these youth
6. (4%) Youth employment opportunities
7. (3%) Delinquency prevention general
  - We should be doing it. Historically, nothing concrete in place.
8. (10%) Prevention / Vaping Referral Focus
  - We have heard from Probation and other CBO's that education is the key to keeping kids out of the JJ system. There are 2 suggested specific things to partner with educators about stopping referrals to probation for vaping
9. (0%) Advocacy for Service Improvements: Promote strategies to eliminate referrals to probation for vaping while increasing behavioral health supports for young people in middle and high school settings.
10. (5%) Inventory of Positive Youth Development Resources
  - Would love to see the Commission co-brand an annually updated inventory of positive youth development resources/services in our community.
11. (2%) JH Inspection
  - Improving process to include more expert non-commissioner inspectors and improvements that would decrease the enormous work load that currently falls on the chair of the Commission to complete the inspection and related report.
  - Current roll = Meet and do JH inspection
12. (2%) Strengthen Partnership with Probation
  - Better trust & alignment with probation. There are areas that we can partner while still knowing that we have oversight in some areas and may have different opinions/thoughts on specific strategies.
13. (12%) Youth Engagement
  - Bringing youth with lived experience to the JJDPC would be transformative.
14. (15%) Developmental Assets Project
  - Uplifting the Development Assets Project (Pajaro Valley) activities in middle schools with two generational family support activities and resources.
15. (3%) Systems Work
  - More focus on systems work. Are we doing band-aid work?
16. (10%) Relationship Building
  - Relationship building between Commissioners, between Commissioners and Probation Staff as well as the presiding Judge
17. (18%) Convening / Summit

# Juvenile Justice Delinquency Prevention Commission (JJDP) 2024 -2026\*



DRAFT

**JJDP Commission Bylaws**  
*(Pending revision per County Code 2.38)*

The **MISSION** of the JJDP is to advocate for and protect the safety and well being of dependent and delinquent youth, as well as to promote intervention and prevention services and programs in Santa Cruz County.

The Juvenile Justice mandate of the Commission is to conduct a yearly inspection of the Juvenile Hall, make recommendations to the Chief Probation Officer and the Board of Supervisors for changes which are deemed beneficial. (Keep this section here? Edit out this if this is addressed in the purpose?)

**Purpose Statement**  
Draft from retreat pending.  
Status: Per retreat, Steering Committee will finalize with feedback collected from group and to be reviewed and approved by full Commission at future meeting.



\*Timeline for goals & related work plans TBC: July 2024 - June 2026 ?

**Chapter 2.48  
Juvenile Justice and Delinquency Prevention Commission**

Sections:

2.48.010	Established - Statutory Authority
2.48.020	Purpose
2.48.030	Membership
2.48.040	Term of Office
2.48.050	Organization and Procedures
2.48.060	Powers and Duties
2.48.070	Confidentiality of Information

**2.48.010      Established – Statutory Authority**

The Juvenile Justice and Delinquency Prevention Commission is established under the provisions of Government Code Section 31000.1 and Welfare and Institutions Code Sections 225 to 233, and in compliance with SCCC 2.38.060.

**2.48.020      Purpose**

The purpose of the Commission is to assist the juvenile court with monitoring the safety and well-being of youth housed in local facilities and to prevent juvenile delinquency by promoting services, programs, and activities that positively impact youth development in Santa Cruz County.

**2.48.030      Membership**

(A) The commission shall be comprised of not fewer than fifteen members, and include the following representation of members who have experience and interest related to juvenile justice and delinquency prevention issues:

- (1) Five (5) at-large members as appointed by the Presiding Judge of the Superior Court, with the concurrence of the judge of the juvenile court, including at least two members who shall be between 14 and 21 years of age;
- (2) Five (5) members, one from each supervisorial district who may reside within the Supervisor’s district, as nominated by the individual Supervisor and subject to concurrence by a majority of the Board;
- (3) Five (5) members, one representative from each of the following, as nominated by the Board of Supervisors:
  - (a) The District Attorney or their designee;
  - (b) The Public Defender or their designee;
  - (c) The Superintendent of the County Office of Education or their designee;
  - (d) The Division Director of the Behavioral Health Division of the County’s Health Services Agency, or their designee; and
  - (e) The Division Director of the Family and Children’s Services Division of the County’s Human Services Department, or their designee.

(B) The commission shall also have two ex-officio, non-voting members: The Presiding Judge of the Superior Court or their designee, and the Chief Probation Officer or their designee.



(C) Following the nomination of a member by an individual Supervisor and/or the Board of Supervisors pursuant to Sections (A)(2) or (A)(3) above, the nomination shall be submitted to the Presiding Judge of the Superior Court for appointment with the concurrence of the judge of the juvenile court. If the Presiding Judge of the Superior Court, with the concurrence of the juvenile judge, declines to appoint any individual nominated by the Board of Supervisors as set forth above, the Board will nominate and forward another candidate for consideration, and will repeat that process as necessary until all vacant seats are filled.

**2.48.040 Term of Office**

(A) Members shall serve a term of four years in accordance with SCCC 2.38.100. Vacancies shall be filled in accordance with SCCC 2.38.200.

(B) Once the Presiding Judge has accepted a nomination for appointment, the appointed member shall appear before the Presiding Judge and take an oath of office to faithfully perform the duties of a commission member and begin their term of office.

**2.48.050 Organization and Procedures**

(A) General Organization. The Commission shall comply in all respects with SCCC 2.30.110 through 2.38.250, unless otherwise provided herein.

(B) Officers. The commission shall elect a chairperson and vice chairperson annually.

(C) Staff Support. The Probation Department shall provide administrative staff support for the Commission in accordance with SCCC 2.38.190.

**2.48.060 Powers and Duties**

The Commission shall hold the following powers and duties in achieving its purpose:

(A) Juvenile Justice Functions. In assisting the Juvenile Court with monitoring the safety, protection, and well-being of youth detained in local facilities, the Commission:

- (1) Shall annually inspect any publicly administered facility or institution within the County, including Juvenile Hall and, if applicable any jail or lockup, used during the preceding calendar year for the confinement or detention of any youth under the age of 18 for more than 24 hours;
- (2) Shall provide a written report of their inspection findings and recommendations to the Juvenile Court, Board of Supervisors, and the California Board of State and Community Corrections (BSCC);
- (3) May hold public hearings related to administration of the above-referenced facilities or institutions as necessary, including requesting from the juvenile judge any subpoenas to require the attendance and testimony of witnesses and the production of documents at the hearings; and
- (4) May annually inspect and inquire into the operation of any group home, or equivalent licensed congregate care facility, located within the County that serves wards or dependent children, with advanced notice and in accordance with the terms and provisions set forth in Welfare and Institutions code section 229.5.

(B) Delinquency Prevention Functions. In seeking to prevent youth from entering the juvenile justice system, the Commission may:

- (1) Advocate for needed youth-focused services by engaging with county agencies, schools, community groups, and other nongovernmental organizations to improve access to family services, healthcare, housing, education, employment, and other opportunities.
- (2) Promote effective and accessible prevention, early intervention, and diversion programs and services that are equity-focused, trauma-informed, and utilize evidence-based practices.
- (3) Support and engage in outreach activities, community forums, and other events related to advancing positive youth development and reducing delinquency risk factors.

(C) Other related functions. The Commission may also carry out the following specific functions:

- (1) Advise the Board of Supervisors and the Juvenile Court of pending federal and state legislation and their policy concerns and recommendations regarding such legislation.
- (2) Serve on other relevant local advisory bodies, if invited, and as assigned by the Chair of the Commission.
- (3) Advise the Board of State and Community Corrections, as permitted under Penal Code section 6030, and other state bodies as authorized by law.

(D) Nothing in this chapter shall be construed to allow the Commission to directly participate in an open juvenile court case unless permitted by law or become involved in the day-to-day operations of the Probation Department.

#### **2.48.070 Confidentiality of Information**

Commissions members shall adhere to the confidentiality provisions of Welfare and Institutions Code sections 10850 and 827, and any other applicable federal or state law, in viewing and accessing juvenile case files, social services records, and any other privileged information received in the discharge of their duties.